



UNIVERSITY OF WEST GEORGIA

Inviting Applications and Nominations

Vice President of Business and Financial Services

The **UNIVERSITY OF WEST GEORGIA**, with its main campus in Carrollton and centers in Newnan and Douglasville, seeks a transformative, strategic leader to serve as **VICE PRESIDENT OF BUSINESS AND FINANCIAL SERVICES**. This is an outstanding opportunity for an experienced and accomplished leader with significant potential to influence and shape the future of higher education in western Georgia and beyond.



[VISIT WESTGA.EDU TO LEARN MORE.](https://www.westga.edu)



ABOUT UWG

Since 1906, the University of West Georgia has been home to those who seek a transformative college experience. UWG is a leading residential, doctoral comprehensive university that offers a broad undergraduate and graduate curriculum based on a liberal arts foundation.

Nestled among the pines on a picturesque 645 acres is the University of West Georgia—a hidden gem approximately 40 miles west of Atlanta. Serving approximately 13,000 students, UWG is committed to advancing innovative academic programs and student-centered business model.

Perennially ranked by *U.S. News & World Report*, the *Princeton Review*, and *Colleges of Distinction* as a top national university, West Georgia offers 86 fields of study, including business, computing, nursing, education, STEM, communication and digital media, social sciences, and the fine and performing arts. It generates a regional economic impact of more than \$650 million annually and provides a safe, quality, and affordable university experience that connects students to post-graduate career and leadership opportunities.

UWG has been recognized by the Carnegie Foundation for its institutional commitment to community engagement through teaching, research and creative activities, and public service. UWG is one

of only 119 U.S. colleges and universities to receive the elective classification in 2020 and is among only 359 institutions nationally.

Dedicated to creating a first-choice university for students, alumni, employees, and communities, UWG seeks a leader who will advance and support the University's mission of fulfilling the talent needs of western Georgia and the Atlanta metropolitan area, while contributing to the social, cultural, and economic development of the region, state, nation, and world.

Our Mission and Values

The mission of the University of West Georgia (UWG) is to enable students, faculty, and staff to realize their full potential through academic engagement, supportive services, professional development, and a caring, student-centered community.

*The institutional mission and daily operation of the University of West Georgia are guided by our values that support our vision to be the best place to work, learn, and succeed: **ACHIEVEMENT, CARING, COLLABORATION, INCLUSIVENESS, INNOVATION, INTEGRITY, SUSTAINABILITY, and WISDOM.***



THE OPPORTUNITY

The Division of Business and Financial Services is committed to continuous improvement in business operations, customer service, and positioning the University to achieve its strategic objectives, including the development of a top-quality student experience with a focus on service excellence. The 17-member Division has five departments and offices—Department of Auxiliary Enterprises, Office of Budgeting Services, Office of Student Accounts and Billing Services, Office of the Controller, and Purchasing Services Department.

Reporting directly to the President, the Vice President of Business and Financial Services is responsible for providing strategic leadership for the general financial and business operations of the University of West Georgia. The Vice President serves as a senior cabinet official and the Chief Business Officer for the University.

The Vice President of Business and Financial Services advises the President on relevant matters with respect to the institution's financial health, business analytics, trends, costs, and conformity with budgets, state statutes, and Board of Regents policy. This administrator works as a strategic partner for the President and team of executives dedicated to the rise, growth, and pursuit of excellence for the University.

The Vice President provides overall strategic leadership and management of the following: institutional planning in support of the University's strategic priorities; resource analysis, projections, and annual and long-term budgeting; fiscal planning and business and fiscal policy development; financial and business services; student financial service; auxiliary enterprises; business excellence; and other university-wide leadership responsibilities as assigned by the President.



RESPONSIBILITIES

- Articulates a vision effectively for the conduct and outcomes of business operations across the University that is consistent with UWG's mission, strategic plan, and strategic initiatives.
- Provides strategic leadership in business administration, facilities, budget, and financial operations with a commitment to innovation.
- Oversees UWG's financial resources and ensures the economic viability of the University, as well as positioning the University to dedicate resources to achieve its strategic priorities.
- Collaboratively advises the President, Provost, and the President's Cabinet on formulation of strategically valuable policies, programs, and procedures supporting the priorities of the University and best practices in business operations and financial management.
- Serves as the university representative on financial, business, and select facility matters, and works directly with the University System of Georgia in these areas.
- Coordinates the preparation, implementation, and monitoring of the annual university budget.
- Directs and ensures that all annual financial audits are completed.
- Manages financial security through financial forecasting and risk management.
- Oversees responsible and strategic debt management.
- Supports the President in providing oversight for the implementation of the Campus Master Plan and related construction, renovation, and infrastructure projects.

- Serves as an advisor to the governing boards of the university-affiliated foundations.
- Fulfills other leadership responsibilities as assigned by the President

QUALIFICATIONS

Candidates should possess an advanced degree in business administration, public administration, or a related field with a CPA, CMA, or CIA designation or equivalent education, training, or experience. Significant, progressively responsible, relevant experience that includes considerable knowledge of accounting, finance, budgetary processes, and business operations and procedures is required.

Additional Required Qualifications:

- Demonstrated track record of strategic partnership and collaborative leadership within a university setting or other large and complex organization
- Demonstrated ability to work cooperatively and effectively with various university and community

constituencies in an environment that presumes collaboration and openness of communication

- Strong management skills
- Experience in policy formulation and implementation
- Experience in leadership for human resources and staff development

Preferred Qualifications:

- Relevant experience in university administration and financial and facilities management
- Familiarity with cost effectiveness strategies and methods, such as Lean Management and Six Sigma
- Experience in a public university setting
- Working knowledge of Governmental Accounting Standards Board (GASB) and National Association of College and University Business Officers (NACUBO) standards and guidelines



Brendan B. Kelly, Ph.D.
University of West Georgia President

Since becoming UWG's eighth president in March 2020, Dr. Brendan Kelly has overseen the development and implementation of the Becoming UWG Strategic Plan for 2021-2026, which draws upon the University's 115-year history and the input and feedback of more than 1,300 students, faculty, staff, alumni, supporters, community members, and other stakeholders to establish a path toward long-term growth and excellence.

With the plan comes a re-envisioned commitment for university stakeholders—to dedicate themselves to curate a first-choice university—following the three strategic priorities of relevance, competitiveness, and placemaking.

Prior to joining UWG, Dr. Kelly served as chancellor of the University of South Carolina Upstate, the largest regional comprehensive university in the USC system.

During his tenure as Chancellor, USC Upstate attained the highest levels of enrollment in the history of the institution, launched a new strategic plan, and substantially increased fundraising for the institution's endowment and annual fund.

Dr. Kelly is a practiced academic leader, previously serving in leadership roles—including Vice President of University Advancement—at the University of West Florida. Brendan Kelly began his academic career in 2000 at Eastern Michigan University, where he was Assistant Director of Forensics and a lecturer in the Department of Communication and Theatre Arts.

Earning both a Bachelor of Science in public relations and a Master's degree in communication from Eastern Michigan University, Kelly then earned his Doctorate in rhetoric and political communication from Wayne State University. He and his wife, Dr. Tressa Kelly, reside in Carrollton and have three children.



The University of West Georgia is an Affirmative Action, Equal Opportunity Employer, and strongly encourages the applications and nominations of women and minorities. University System of Georgia Board of Regents policy requires the completion of a background check as a prior condition of employment. The University of West Georgia does not discriminate on the basis of race, color, religion, sex, national origin, sexual orientation, age, marital or veteran status, political affiliation, or the presence of a non-job related condition or handicap under Federal or State law.



Living in Carrollton, “The City of Dreams,” offers the advantages of city life with a small-town vibe. This progressive community with Southern flair offers plenty of shopping, restaurants, nightlife opportunities, and cultural events. Named a City of Excellence in Georgia and listed as one of the 50 Best Small Southern Towns, Carrollton is the cultural, educational, health care, and commercial center for the west Georgia region.

At the heart of Carrollton is its historic downtown and Adamson Square lined with shops, galleries, and restaurants. Each season offers unique local events and opportunities for year-round recreation. Outdoor activities abound through award-winning spaces, including an 18-mile paved walking and biking Greenbelt trail that encircles the city and passes through the UWG campus.

The city embraces the University’s students, faculty, and staff, and welcomes the diversity UWG brings to the community.

Invested in education with highly rated city and county K-12 systems, both city and county public school graduation rates are 90% and above and rank among the top in the nation by *U.S. News & World Report*.



LAURA BARNES



APPLICATION & NOMINATION PROCESS

Confidential inquiries are welcomed, and nominations are invited.

Applications

- 1) Application packet must include:
 - a) A letter of application that addresses the responsibilities and qualifications of the position
 - b) Current resume
 - c) At least four references with full contact information including e-mails (*References will not be contacted without consent from applicant.*)
- 2) Submit application packet (preferably as PDFs) to: **UWG-VPBusFinSer@myersmcrac.com**

Additional information will be requested upon receipt of application.

Applications will be accepted until the position is filled.

Nominations

Submit nominations to:

UWG-VPBusFinSer-nominate@myersmcrac.com with complete contact and e-mail information for the individual being nominated.

Kenny Daugherty, President, and **Emily Parker Myers**, CEO, of **Myers McRae Executive Search and Consulting**, are assisting the University of West Georgia with this search.



(478) 330-6222 MyersMcRae.com