



COMMUNITY COLLEGE  
OF RHODE ISLAND

Office of Human Resources

**POSITION DESCRIPTION**

**POSITION:** Vice President for Student Affairs/Chief Outcomes Officer (VPSA/COO)

**REPORTS TO:** President

**SALARY:** Commensurate with education and experience

**JOB SUMMARY:** The VPSA/COO will provide the vision, strategy and leadership required to ensure that CCRI's students achieve excellent outcomes. The VPSA/COO will focus on success across all outcome areas, including remediation, first-year retention, graduation, transfer, and employment rates.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The VPSA/COO will be a committed, driven, talented individual and a key leader in helping CCRI to become the best community college in New England. The VPSA/COO will be responsible for ensuring that every CCRI student has a clear path to success, as well as the support he/she needs to progress along that path. The VPSA/COO will be expected to:

- **Serve as a leader in the development of student-centered academics and support services** – The VPSA/COO will partner with the President and Vice President for Academic Affairs to ensure that there are clear academic pathways for all entering students. The VPSA/COO will also ensure that there are student-centered services that support each student's ability to successfully move along his/her academic pathway. THE VPSA/COO will oversee enrollment management, academic assessment and placement, admissions, records, financial aid, advising and counseling, disability services, student success, student discipline, athletics, student activities, career placement, and federally-funded student support programs.
- **Launch and lead key initiatives and pilots** – The VPSA/COO will be a key leader and champion as CCRI launches new initiatives and pilots designed to deliver excellent outcomes. The VPSA/COO will scan the national landscape, understand which existing community college programs have the most promising and relevant evidence behind them and will customize those programs to CCRI. The VPSA/COO will also work with the leadership team to develop pilot programs that are new and unique to CCRI. Whether transporting programs from other institutions or developing them from scratch, the VPSA/COO will ensure that all initiatives are clear, measurable and outcome oriented.

**Knight Campus**

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- **Develop and lead strategic partnerships** – The VPSA/COO will support the President in expanding the breadth and depth of strategic partnerships with national and local partners. These partnerships will support CCRI in improving its existing programs and launching new programs. In all cases, the VPSA/COO will be expected to engage with partners at a strategic and tactical level, with a focus on how partnerships will be structured to maximize impact on students' success.
- **Foster a relentless, visible focus on outcomes across the CCRI community** – The VPSA/COO will ensure that all members of the CCRI community – faculty, staff and students alike – understand and share a commitment to excellent outcomes. The VPSA/COO will be responsible for making CCRI's outcomes clear, understandable and visible to all.

## **MINIMUM QUALIFICATIONS**

- A steadfast commitment to the success of CCRI and every one of its students
- A belief that excellence at CCRI is exciting, possible and critically important to our State's future
- A minimum of five years of executive experience in a large, outcomes-driven institution
- Demonstrated experience launching and leading innovative programs and delivering results
- Strong business acumen and credibility in the corporate sector, including experience with sales and/or strategic partnership development
- The ability to lead others with influence and inspiration
- A willingness to lead by example and to work relentlessly in service of CCRI's students
- Comfort, confidence and proven success leading change
- Excellent organizational, planning and project management skills
- Strong quantitative and analytical skills
- Strong oral and written communication skills, including the ability to convey complex ideas in a clear, concise manner
- A management style that delivers results by empowering and motivating a team to achieve excellence
- The ability to work effectively with a broad array of individuals and stakeholders, including faculty, staff, students, and external partners
- An unwavering spirit of optimism, collegiality, curiosity and humility
- Advanced degree in Education, Business, Public Administration or a related field

## **PREFERRED QUALIFICATIONS**

- A proven ability to work across sectors – higher education, business, government and the community – to drive successful outcomes
- A strong network of relationships with leading Rhode Island employers
- Ten or more years of executive experience in a large, outcomes-driven institution

**CCRI is an Equal Opportunity / Diversity Employer.**

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying the position. Employees will be required to perform any other job-related duties requested by their supervisor.

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