



FORT VALLEY STATE UNIVERSITY

A State and Land-Grant Institution • University System of Georgia

Invites Applications and Nominations for

Vice President for Business and Finance

Fort Valley State University, a state and land-grant institution of the University System of Georgia, seeks an experienced financial administrator to serve as **Vice President for Business and Finance**. Reporting to the President, the Vice President for Business and Finance is the University's chief fiscal officer and provides strategic and tactical leadership.

Overview of Fort Valley State University

HBCU: One of three HBCUs in the University System of Georgia

Established: 1895 - Fort Valley State is Georgia's only 1890 Land-Grant Institution

Locations: Fort Valley (Historic Campus) and Warner Robins (Center)

Enrollment: 2,594 students

Degrees: 29 undergraduate degree majors; 10 graduate programs

Number of Faculty: 173

Student/Faculty Ratio: 19:1

Academic Units:

- College of Agriculture, Family Sciences, and Technology
- College of Arts and Sciences
- College of Education
- College of Graduate Studies and Extended Education

Athletics: NCAA Division II - Southern Intercollegiate Athletic Conference (SIAC)

Vice President for Business and Finance Search



The Opportunity

The Vice President for Business and Finance reports to the President and is the University's chief fiscal officer. In this senior administrative role, the Vice President provides strategic and tactical leadership for all financial and business operations of the University, ensuring the fiscal integrity of the institution.

The Vice President develops and implements business and administrative policies and procedures consistent with the appropriate stewardship of the University's human and physical assets and in accordance with Federal, State, and University System of Georgia guidelines. This administrator works and communicates effectively with all constituencies, including the administration, faculty, staff, students, and the Board of Regents.

Along with having strong management and interpersonal skills, the Vice President understands the mission of higher education and is committed to customer service throughout the University's financial and business operations.

Reporting directly to the Vice President are Accounting Services, Campus

Safety, Campus Post Office, Events Management, Human Resources, Information Technology, Environmental Safety and Risk Management, Plant Operations, Student Financial Services, and Administrative Support Services.

Duties and Responsibilities:

- Prepares the University's operating budget for submission to the President
- Acts as the primary fiscal advisor to the President and senior management team
- Serves as liaison to the University System of Georgia/Board of Regents Fiscal Affairs Office
- Develops and implements the University's short- and long-term budgetary strategic planning efforts
- Monitors the University's budget and finance activities, including collection, custody, investment, disbursement, accounting, reporting, and auditing of all University funds
- Proposes and implements campus-wide business and administrative policies, ensuring compliance with Federal, State, and University System of Georgia Board of Regents' mandated policies and procedures
- Executes contracts and agreements that commit the University to provide services or facilities, expend funds, or convey property, working with the Chief Legal Officer and other relevant officers, and works with the FVSU Foundation and LLC officials of University-Foundation matters related to scholarships, property, and other matters
- Oversees capital planning efforts and manages new project funding, design and construction
- Develops and leads well-qualified and trained teams to deliver customer-focused services and operations
- Oversees compliance with State and Federal requirements, including supervising relations with state auditors and coordinating state appropriation requests and development information required by staffs of state agencies and legislature

- Provides leadership and support for University-wide internal audit and compliance requirements

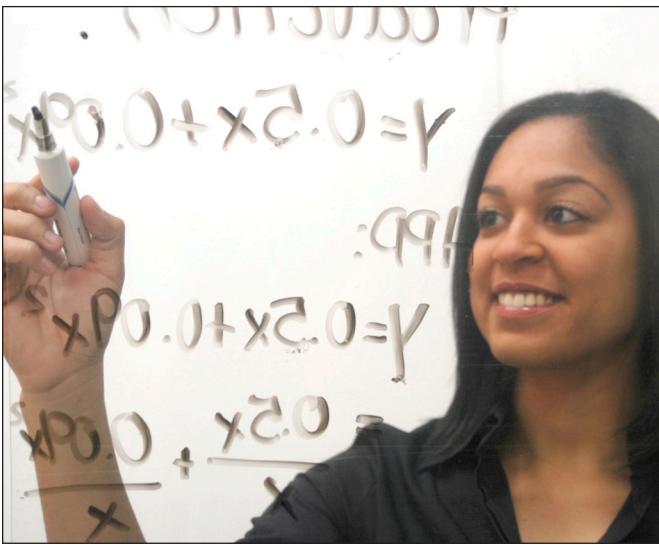
Qualifications

Candidates must have a master's degree in a related field to business administration, finance, or accounting, or an earned bachelor's degree and related certification, such as Certified Public Accountant, Certified Management Accountant, Certified Financial Manager, or Certified Government Financial Manager. A minimum of 10 years of progressive administrative experience in the management of fiscal operations and demonstrated ability to accurately analyze complex financial and accounting data.

Candidates also should have:

- Experience in strategic planning, long-range financial planning, budgeting, and financial reporting, and knowledge of generally accepted accounting principles and financial standards established by GASB and FASB
- Exceptional communication, organizational, and interpersonal skills, leadership skills that encourage teamwork and participative decision-making, and superior coaching and mentoring abilities
- Demonstrated experience and success forming and maintaining public/private partnerships, evidence of generating revenue through entrepreneurial initiatives, and experience in various integrated accounting and administrative information systems
- Proven ability to work collaboratively and effectively across teams, including students, staff, faculty, alumni, Foundation Board members, Board of Regents officials, community and business partners, and external agencies
- Demonstrated commitment to cultivating and managing a diverse workforce and to the University's values of excellence, efficiency, continuous improvement, transparency, respect, and inclusion

Vice President for Business and Finance Search



environment. Students benefit from strong mentoring by accessible professors. The close-knit campus community encourages personal and academic growth and establishing lifelong ties that extend well beyond graduation.

The University offers undergraduate and graduate programs at its Fort Valley Campus and Warner Robins Center,

which is designed for graduate and non-traditional students. Four undergraduate degree programs and one graduate degree program are offered online.

Fort Valley State's Cooperative Developmental Energy Program (CDEP), which prepares students for energy-industry careers in science and geology, is the only one of its kind in

the nation. The program partners with major companies in the oil and energy industry. The University has the only certified Veterinary Technology program in Georgia.

County extension agents and program assistants at the University work with residents throughout middle, east, and south Georgia. The Pettigrew Conference Center hosts more than 500 classes, seminars, and events for 51,000 patrons each year.

For more information on Fort Valley State University, visit: www.FVSU.edu

SACS Accreditation

Fort Valley State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate and master's degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Fort Valley State University.

- Ability to manage multiple projects simultaneously, with attention to details, timelines, deadlines and the University-wide context of decisions
- Understanding of the effects of fiscal policy on all aspects of the University community

Preferred Qualifications:

- Experience with PeopleSoft financial system
- Professional employment in higher education
- Experience in management of higher education fiscal operations
- Familiarity with and leadership of technology operations

About the University

Fort Valley State University was founded in 1895. The University is Georgia's only 1890 Land-Grant Institution, providing extensive research, academic programs, and cooperative services to fulfill those responsibilities.

Located in central Georgia, Fort Valley State provides an educational experience of exceptional quality. The University's mission and educational goals are realized through comprehensive program offerings across four colleges.

Ninety-six percent of the student body is African American. About 39 percent of the students live on campus, and 85 percent attend the university full-time.

The diverse faculty provides a supportive, yet challenging learning

Applications & Nominations

Nominations and confidential inquiries are invited.

TO APPLY: Submit a cover letter that indicates how your experience matches the requirements of the position, a current resume, and complete contact information for at least four references to:

FVSU-VP@myersmcrae.com

For best consideration, submit applications and nominations
by **April 15, 2015**.

The review of applications begins immediately.

A completed application packet will be required by the FVSU Office of Human Resources. The FVSU application form is available at <http://www.fvsu.edu/job> and the Job Number is 895. Submission instructions are on the form.

Myers McRae Executive Search and Consulting is assisting Fort Valley State University with this search. The consultant team leaders are:

Emily Parker Myers, President and CEO
Hunter Godsey, Vice President
Sam Hart, Consultant



515 Mulberry Street, Suite 200
Macon, Georgia 31201
478-330-6222

Fort Valley State University is an affirmative action, equal opportunity institution.