



GEORGIAN COURT UNIVERSITY

A tradition of excellence...a future of success

Vice President for Finance and Administration/CFO Search

Georgian Court University (GCU) is sponsored by the Sisters of Mercy, providing comprehensive liberal arts education in the Roman Catholic tradition. GCU seeks a seasoned leader with a distinguished record of outstanding professional service and accomplishment to serve as the **Vice President for Finance and Administration/CFO**.

The Vice President/CFO is one of two senior leaders reporting to the President, the other being the Provost. The Vice President/CFO works closely with various internal and external constituencies, including the Board of Trustees, Marketing and Advancement, Enrollment Management, and, Student Affairs. The Vice President/CFO provides leadership for the institution's ongoing efforts to develop operating strategies that enhance efficiency and lead to more effective administrative practices.



The Office of Vice President for Finance and Administration/CFO consists of Finance, Facilities, Procurement and Campus Services, Student Financial Services, Human Resources, Information Technology, Food Service, Campus Security, and Conferences and Special Events. Information Technology, Food Service and Bookstore are managed through the Vice President/CFO's office by contract.

The Vice President/CFO's primary responsibilities include accounting and reporting, strategic planning, analysis of resource use; budgeting; treasury and risk management; procurement; student accounts; financial aid; campus security; facilities construction and operations; human resource services; and special events.

Candidates should have high-level administrative capacity, excellent communication and interpersonal skills, the ability to lead, and the skill to implement change in a proactive manner. They should have experience in finance and accounting and also a broad array of other business and operating skills.

Familiarity with a variety of financing and revenue generating techniques including public/private ventures and partnerships is needed. Candidates should possess a significant record of leadership in planning, construction, customer relations, facility management information technology, and safety. Experience in dealing with local, state, and federal legislative and regulatory processes as they affect private universities is useful.

Opportunities and Expectations for Leadership

With the recent downturn in the economy and the resultant reduction in external financial support (donors, the state of New Jersey, businesses), the university has had to deal with many of the same fiscal stresses experienced by other small, private institutions of higher learning. In response, Georgian Court embarked on a major effort to position itself for long-term fiscal stability and academic success.

Cost Control and Restructuring:

Beginning in the spring of 2011, actions were taken to reduce the university's cost structure, evaluate its academic programs, and improve its administrative processes and systems. External assessments were conducted of Finance, Information Technology, Marketing, and Admissions. Significant changes have been made in leadership along with a new strategic planning effort aimed at ongoing restructuring and repositioning.



Many of these efforts continue, such as a strengthened budget process; a new information technology governance model; partnerships with community colleges, a unique relationship with a for-profit technical training organization, organizational consolidations, and greater sophistication in enrollment and administration of financial aid.

The search for a new Vice President for Finance and Administration/CFO is an important step in strengthening the senior leadership team. The new Vice President/CFO will have a key role in building upon the recent changes and enhancements.

Develop a Strategic Partnership with the President and Provost: The constraints and uncertainties of the current economic climate require greater financial acumen among the senior leadership team. The President and Provost welcome the financial expertise of the VPFA/CFO to support and assist their efforts to analyze, evaluate, and prioritize the viability of the various long- and short-range initiatives.

Enhance Stewardship of Resources: As the ability to increase tuition is limited and as external support continues to be constrained, the Vice President/CFO will need to work collaboratively with the President and Provost throughout the budget development process, offering advice and analysis as various budget scenarios are considered. The Vice President/CFO will be expected to play a key role in monitoring the university's budget execution and supporting the Provost, other Administrators and Deans in setting budget priorities, allocating resources, and working to develop alternatives that support the university's missions. Through introduction of policies, training, communications and guidance, the Vice President/CFO will also help to instill a culture of fiscal discipline and financial accountability throughout the university.

Advocate Proactively with Internal and External Constituents: The Vice President/CFO must cultivate strong and collegial relationships with co-workers across the university. Similarly, the Vice President/CFO is also responsible for engaging external constituents whose organizations are crucial to the success of the university. Working with the Board of Trustees, financial leaders in other academic institutions, state, local, and non-profit agencies, the Vice President/CFO will be expected pursue strategic

FAST FACTS

Total Enrollment:	2,555
Undergraduate	1,772
Graduate	783
Female	89%
Male	11%
Retention:	
Freshman to Sophomore	65%
Freshman Profile:	
Average SAT -	
Reading	445
Math	450
Writing	454
Average High School GPA	3.22
Roman Catholic	62%
Low Income (PELL recipients)	59%
Average Class Size:	
Undergraduate	14
Graduate	11
Total Number of Faculty:	272
Full-time	105
Part-time	167
Operating Budget 2011-2012	\$49,861,812
Endowment 6/30/11	\$44,363,193
Revenues 2010-2011	\$53,819,444
Expenses 2010-2011	\$48,867,720
Size of Campus	156 acres
Number of Buildings	27
Gross Square Footage	595,189

alliances and collaborative partnerships that allow GCU to thrive.

Enhance Business Operations, Service Quality, Revenues and Efficiency: The Vice President/CFO will be expected to provide hands on, accountable leadership for of a team of direct reports who need, and are eager for competent, professional direction. A key and on-going expectation for the Vice President/CFO is to foster a culture in the Finance/Administration organization that supports operational excellence, delivers quality customer service, and promotes optimal efficiency. He or she will analyze current administrative practices in an effort to develop and implement more effective procedures to enhance delivery of services, as defined by measurable standards.

Qualities and Qualifications

To be effective, the Vice President/CFO must be a confident, high-energy leader, a superb communicator, and an innovative thinker. In addition, the administrator will understand and respect an environment that encourages teamwork, student success, inclusive decision-making, and a sense of community across the university.

An undergraduate degree in a business-related field is required. An advanced degree in business, public administration, health administration, or other relevant field is preferred as is a professional certification, such as CPA or CMA. In lieu of an advanced degree, candidates with longstanding experience in comparable positions at institutions of similar size and scope will be considered.

The new Vice President for Finance and Administration/CFO will have many of the following professional qualifications and personal characteristics:

- The ability to function in a complex, high demand environment, managing multiple priorities simultaneously;
- Experience as a proven senior executive in a higher education, foundation, not for profit, or business organization of similar size and complexity
- A track record of innovation in developing progressive business policies and practices;
- Ability to provide critical, conceptual, and strategic thinking to important financial, academic, and administrative issues;
- Successful experience managing a staff that includes accounting, facility management, technology and safety professionals;
- Expertise in budget development and implementation, and with a wide variety of financial management skills including ratio analysis, debt management, bond issuance endowment and investments, financial modeling and grants management;
- Familiarity with major construction, renovation, and maintenance programs, understanding of facilities management, capital construction, real estate development, campus master planning, and business operations;
- Record of significant leadership and accomplishment in planning, managing, and implementing business and financial systems, human resources, and knowledge of trends in enterprise resource planning and management;
- The capacity to establish clear goals, procedures, systems, and priorities across different areas;
- Exceptional communication skills in the service of conveying the goals and objectives of finance and administration programs;
- Ability to lead effectively using collaboration, persuasion, negotiation and partnering wherever possible but also to exert strong influence on matters of good business practice and principal when necessary.
- Ability to present complex financial information into lay terms and to effectively articulate the university's financial vision, strengths, goals, and requirements to a wide range of audiences, both internal and external;
- Understanding of the political, social, and economic factors shaping the future of private higher education, and the political skill to develop strong partnerships with affiliated entities.
- Experience dealing with local, state, and federal legislative and regulatory agencies in ways that build trust and promote mutual benefit;
- Genuine commitment to the mission and values of Georgian Court University including the Mercy core values of respect, integrity, justice, compassion, and service;
- And, above all, the highest standards for personal and professional

excellence and unquestionable integrity.

The University

Established in 1908 by the Sisters of Mercy of New Jersey, Georgian Court University provides a student-centered learning environment, with superior academic opportunities that are rooted in the Mercy core values of respect, integrity, justice, compassion, and service. Originally founded to provide liberal arts education for women, the University now offers coeducational programs. The University continues a special concern for women, providing undergraduate women with mentoring and life-changing leadership opportunities.

Open to students of all faiths, Georgian Court University offers a small college ambiance, 29 undergraduate programs and 11 graduate programs. Students excel in the classroom, in part, because of GCU's 14:1 student-to-faculty ratio. Faculty members are committed to teaching and individual mentoring, with 90 percent holding doctorates or terminal degrees in their field. They are dedicated and caring educators, experts in their respective areas, and are committed to public service and GCU's core values.

The university has an operating budget of \$49.8 million, with an endowment of over \$44 million. As one of the larger employers in the area, GCU depends on its faculty members and administrative staffers to deliver services to students and the extended community.

Nearly 3,000 students are enrolled at Georgian Court University where they



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take courses in the Women's College, GCU's undergraduate day program, and University College, which offers undergraduate and graduate courses in GCU's thriving co-educational evening program. Fully integrated into each college are the School of Arts & Sciences, School of Business and School of Education. Only students of the Women's College reside on campus.

Academically, the university works to keep pace with the changing demands of the workplace, and in recent years has added degrees in Nursing (a four-year B.S.N.), Applied Behavior Analysis, Homeland Security, Latino/Latina & Business Studies, and Dance. In 2011, GCU graduated its first class of 52-week M.B.A. candidates, students who completed an accelerated Saturdays-only graduate program in business.

In sports, the Georgian Court Lions, whose GPAs average 3.13, are fierce competitors in NCAA Division II within the Central Atlantic Collegiate Conference. Over the years, the Lions have fielded championship teams in many of the school's eight sports, which include basketball, cross-country, lacrosse, soccer, softball, track and field, tennis, and volleyball. In 2009, the Lions soccer team made its first NCAA Division II championship appearance, and at the same time, GCU's volleyball team saw its first NCAA tournament victory. During the 2010 season, two GCU soccer players made their international debuts in Trinidad and Tobago, and the school's lacrosse squad played internationally in Australia.

The Campus

The University's 156-acre campus is in the residential area of Lakewood, New Jersey. The campus was the palatial winter estate of financier George Jay Gould, who sold it to the Sisters of Mercy in 1923. Bordering Lake Carasajlo, the campus is a National Historic Landmark and is known for its magnificent statuary, grand architecture and extraordinary gardens.

Led by President Rosemary E. Jeffries, Ph.D., RSM, Georgian Court University in 2008 completed a major fundraising campaign, exceeding GCU's original \$15 million goal—the largest effort ever undertaken by GCU—to garner \$17.2 million that has since helped support endowments, campus expansion, technology updates, new academic programs and faculty development.



Over the last decade, GCU completed \$54 million in new construction and renovation projects, including the Dorothy Marron University Community Chapel; St. Catherine Residence Hall, a student residence that features the latest amenities in on-campus living; Mercy Residence Hall for the Sisters of Mercy and visiting faculty; the Audrey Birish George Science Center, which offers 14,000 square-feet of new laboratory and research space; and the Court Café, a campus eatery for commuting students; and a 67,000-square-foot Wellness Center, GCU's newest athletic/academic facility.

The Wellness Center, which also houses state-of-the-art dance studios and exercise science labs, is LEED Gold-certified,

in recognition of GCU's eco-friendly approach to building a facility that incorporates sustainability practices and makes the most of natural resources.

Ocean County, New Jersey

GCU is located in Lakewood, New Jersey, one of the many towns in Ocean County, home to 44 miles of Jersey Shore along the Atlantic Ocean. The area is centrally located just 60 miles from both New York City and Philadelphia, giving faculty and students alike easy access to the amenities each metropolitan area offers. Ocean County itself is home to scenic beaches and resort areas, fine arts and performance entertainment venues, as well as sprawling parks and marine research facilities.

Georgian Court University is an equal opportunity employer.

Application Process

To apply, submit a cover letter and résumé, to:

GCU-CFO@myersmcrac.com

For full consideration, applications **must be received by January 6, 2012**. Review of candidates begins immediately. Nominations and referrals are invited. For questions or confidential inquiries, contact the Myers McRae Consultant Team Leader:

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