



Inviting Applications and Nominations for

Chief Instructional Officer



Marion Military Institute, the official state military college of Alabama, has been preparing young men and women for successful civilian and military careers since 1842. The well-respected two-year college seeks an experienced leader to serve as **Chief Instructional Officer**, who reports to the Executive Vice President and Chief Academic Officer.



The Opportunity

The position of Chief Instructional Officer (CIO) provides an exceptional opportunity for a military officer who wants to continue to contribute to a greater cause through the education and preparation of the next generation of civilian and military leaders. The CIO is responsible for the direct oversight of MMI's academic program.

Essential Functions:

In addition to adhering to general

faculty policies and guidelines specified by the Alabama Community College System, the Faculty/Staff Handbook, and the Chief Academic Officer, the successful candidate will perform the following duties:

- Hire and supervise faculty and academic support staff, currently more than 30 personnel positions
- Evaluate faculty and support staff on annual basis
- Manage MMI's academic program and course curricula in adherence with Alabama Community College

System policies and guidelines, and in coordination with MMI's Academic Council

- Monitor and evaluate classroom instruction.
- Establish, coordinate and maintain the academic calendar
- Assist other administrative staff to develop and refine entire college calendar
- Resolve, or coordinate the resolution of, cadet academic issues
- Coordinate and supervise assessment of academic program
- Ensure unit, program, and course assessments are in place and documented
- Review and revise/develop academic policies, as appropriate; ensure adherence to academic policies as established by the Alabama Community College System

Mission Statement

Marion Military Institute, a two-year public institution, educates and trains the Corps of Cadets in order that each graduate is prepared for success at four-year institutions, including the service academies, with emphasis on providing intellectual, moral-ethical, physical-athletic, and leadership development experiences in a military environment.

Chief Instructional Officer

- Annually review and edit the Academic Catalog
- Collaborate regularly with Commandant/Vice President of Student Affairs and TAC Officers on resolution of cadet citizenship issues
- Supervise the maintenance and enhancement of the academic support program
- Maintain instructional operational budget
- Coordinate technology enhancements for instruction, and academic program efficiency
- Oversee MMI's Academic Council
- Maintain a flexible schedule to meet program and school needs

Qualifications

Candidates must have at least a master's degree in education, student personnel, or related field and a minimum of five years of administrative experience at



the collegiate level. Teaching experience, effective oral and written communication skills, and competency in using technology for enhancing communication and academic services are required. Prior military experience is not required.

For those who have military experience, other requirements include wearing the appropriate service uniform on a daily basis and adhering to that service's military uniform and grooming standards. The officer must be able and willing to work evenings and weekends, as necessary.

Preferred Qualifications

- Prior service in the U.S. Armed Forces (Active, National Guard or Reserves) at the rank of Lieutenant Colonel or Commander in maritime forces (U.S. Navy and U.S. Coast Guard)
- Experience with collegiate accreditation practices and procedures
- Doctorate in education, student personnel, or related field

The Chief Instructional Officer will have the option of living on campus.

Marion Military Institute

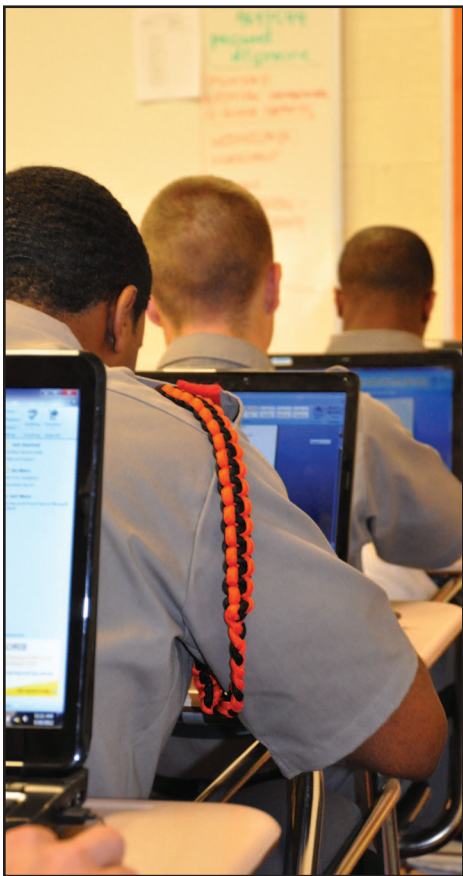
Founded in 1842, Marion Military

Institute has a national reputation for preparing young men and women for successful civilian and military careers. MMI provides an outstanding educational program for its students in a conservative, disciplined learning environment that develops their intellectual, physical, moral, social, and leadership capabilities.

Historically a private institution, MMI became a member of the Alabama Community College System in 2006 through an act of legislation. Cadets from over 40 states attend MMI to establish a strong foundation for future study and to take advantage of its military training programs.

Colonel David J. Mollahan, U.S. Marine Corps (retired), has served as President of Marion Military Institute since 2009. Prior to his appointment at MMI, he served as the Humanities and Social Sciences Division Director and Senior Marine at the U.S. Naval Academy, completing a 30-year Marine Corps career.

MMI's educational experience is built upon a top-notch and robust academic program that contributes significantly to its high success rate for cadet acceptance and transfer to four-year universities. The College has a nearly 85 percent acceptance rate for those qualified cadets seeking appointments to each of the service



academies.

What contributes to this success is MMI's unique whole-person approach to education that is embedded in its military tradition. The military experience emphasizes education in physical fitness, moral fitness, and leadership. Cadets learn critical thought, judgement, decision-making, and character development in conjunction with their academic studies.

Cadets are prepared for success in any future educational institution they go on to attend. More importantly, they are prepared for success in life.

MMI is one of only five military junior colleges in the United States. The College offers unique military training programs: the U.S. Army's two-year Early Commissioning Program and the General Bruce K. Holloway Service Academy Program.

The Early Commissioning Program is an Army Reserve Officer Training Corps program through which qualified students can earn a commission as a Second Lieutenant after receiving the Associate's degree.

The General Bruce K. Holloway Service Academy Program, instituted in 1910, is a designated academic program for the five U.S. Service

Marion Military Institute Truth • Honor • Service



Academies: U.S. Military Academy, U.S. Naval Academy, U.S. Air Force Academy, U.S. Coast Guard Academy, and U.S. Merchant Marine Academy.

MMI's Leadership Education Program currently has the largest enrollment of all the MMI tracks. Students participate as a member of the Corps but incur no military obligation. They live within the framework of a military academy environment while preparing for civilian careers.

MMI also offers the first two years of Air Force Reserve Officer Training Corps in coordination with the University of Alabama, as well as the Marine Corps Platoon Leaders Course Option.

MMI has 88 full-time employees. More than 95 percent of the faculty and administrative staff hold advanced degrees. The faculty and staff of MMI are committed to intellectual and leadership development that will enable all students to be successful in any

endeavor they undertake. The student-to-faculty ratio is 17 to 1.

The Institute has a diverse enrollment of nearly 450 cadets who represent a variety of racial, ethnic, religious, and socioeconomic backgrounds. Eighty-two percent are male and 57 percent are from out-of-state.

In the 2014-15 academic year, first-time degree-seeking students have an average SAT score of 1100 and average ACT score of 22. Across the College's programs, 47 percent of the cadets are enrolled in the Leadership Education Program, 26 percent participate in the Early Commissioning Program, and 25 percent are in the Service Academy Program.

The College has several extracurricular activities and organizations. Among them are the Scabbard and Blade, a national joint service society; Swamp Fox, a unit of the College's most physically fit, disciplined, prepared cadets; the White Knights, which promotes precision drill and discipline;



Marion Military Institute has more than 205 Generals and Admirals for the U.S. Armed Forces among its alumni. The College also is home to the Alabama Military Hall of Honor.

SCUBA Tigers, an organization that provides an opportunity for SCUBA training; and the Flying Tigers, which supports local aviation activities and provides an avenue for cadets to participate in flight training.

The MMI Tigers are a member of the National Junior College Athletic Association and the Alabama Community College Conference. The College fields men's basketball, baseball, tennis, and NCWA wrestling, and women's softball and tennis teams.

Marion, Alabama

The College's 148-acre campus is located in Marion, a small educational and farming community that offers old world Southern charm. Located in west-central Alabama, the community is 75 miles from Birmingham and Montgomery and 57 miles from Tuscaloosa. Gulf coast beaches are three hours away.

Known for its many antique shops, Marion and surrounding Perry County have numerous historic homes and sites, with more than 100 structures that were built before 1850. The winter climate is mild, allowing outdoor activities year-round.



Applications & Nominations

1. Applications must include:
 - A letter of interest
 - Current resume
 - Three letters of recommendation signed within the last 12 months, and three personal references with full contact information
 - Answers to the questions at: <http://www.myersmcrae.com/skins/userfiles/file/MMQuestions.pdf>
2. An application also must be completed on the MMI website at: <https://www.marionmilitary.edu/about/mmi-employment.cms> Be sure to read the entire job announcement for complete instructions for submission.
3. Submit application by **Feb. 1, 2016**, to: **Marion-CIO@myersmcrae.com**

Nominations should include contact information for the individual being nominated. We will contact the person and provide information on the search. Submit nominations to the email provided above.

For a confidential conversation, contact Bobby Pope by email at bobbypope@myersmcrae.com or by phone at (478) 951-7117.

Emily Parker Myers, *President and CEO*, and **Bobby Pope**, *Vice President*, of **Myers McRae Executive Search and Consulting** are assisting Marion Military Institute with the search.



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Marion Military Institute is committed to equal employment and educational opportunities. No person is discriminated against on the basis of race, color, religion, sex, national origin, handicap unrelated to program performance requirements, or Vietnam era or disabled veteran status.