Shelton State Community College, one of Alabama’s largest community colleges, seeks a visionary and experienced senior administrator, who will provide exceptional leadership as the President. The President reports to the Chancellor of the Alabama Community College System.

The review of applications begins immediately.

For best consideration, application materials should be received by March 3, 2017.
Shelton State Community College serves more than 4,800 students in west central Alabama. This presidency provides an excellent leadership opportunity for a well-experienced administrator who is committed to successfully preparing students for career paths that meet the area’s growing economic and workforce development needs.

Responsibilities
As the chief administrative and executive officer of the college, the President is responsible for administering and supervising the total college program of Shelton State Community College. The President will delegate authority and yet retain final responsibility for the effective operation of the college.

The President shall:

• Follow established policies and procedures of the Alabama Community College System Board of Trustees and the Chancellor
• Follow established channels in relating the affairs of the college to the Chancellor and the Alabama Community College System Board of Trustees
• Represent the needs of the college at the state and national levels by attending Presidents’ meetings, serving on special interest committees, and attending regional and national meetings as appropriate
• Appoint all faculty and staff of the institution in accordance with the prescribed procedures, assign their duties and responsibilities, and ensure periodic evaluation
• Report data and information in a timely and accurate manner to the Alabama Community College System office
• Manage the fiscal affairs of the college efficiently and economically
• Interpret the mission of the college to local business, industry, and civic interests
• Involve the community in planning programs and services to be offered at the college
• Promote the maximum utilization of the college’s facilities and resources to the benefit of the community
• Promote the articulation of the college’s programs with secondary and other postsecondary institutions
• Secure, as appropriate, governmental and other outside funding for the college’s projects
• Provide leadership for maintaining quality educational programs
• Create an atmosphere conducive to high faculty, staff, and student morale
• Effectively delegate responsibility and authority to appropriate administrative officers
• Maintain open channels of communication with faculty, staff, and students
• Direct long-range planning activities that include input from the faculty, staff, and students; support continuous professional development activities of faculty and staff; and develop annual and long-range goals for the college
• Provide effective leadership and management for the overall direction of the institution

Qualifications
The President will be expected to display high integrity and trustworthiness and to provide the vision and courage needed to ensure the continuing success of the Alabama Community College System. Candidates must have a minimum of five years of senior-level, full-time administrative experience in an applicable institution, government agency, or industry. A master’s degree from a regionally accredited institution is required; an earned doctorate degree from a regionally accredited institution is preferred.

Other requirements include:

• Experience and knowledge of the mission and role of public two-year institutions, particularly their role in academic preparation and in community economic and workforce development
• Experience in interpreting organizational needs, programs, and activities to the employees, the community organizations and agencies, the area school systems, and the legislature
• Experience providing services training for business and industry

Additionally, the successful candidate will possess:
Leadership

- The capacity to be an energetic and highly-visible leader who can articulate and communicate the System’s mission and vision to internal and external constituencies
- A clear commitment to the System’s statutorily defined purpose, including its special emphasis on academic preparation and on workforce training and supporting economic development
- An understanding of the System’s mission as defined by the Alabama Community College System Board of Trustees and the ability to inspire the support of this mission by others
- An understanding of the global dimensions of the economy and workforce issues and the role of community colleges in meeting contemporary education and training needs
- Politically astute advocacy skills, with experience in working successfully with policy makers at the local, state, and federal levels

Management Expertise

- Skills to lead and manage a complex organization
- Financial/business systems
- Resource development
- Strategic planning
- Conflict resolution
- Consensus builder
- Team builder
- Bond issues and construction program support
- Fundraising experience

Commitment

- Strong student-orientation, recognizing that all aspects of the college exist to facilitate learning and student development, so that the student obtains the optimum level of competency and is informed of progress
- An understanding of and support for the System’s open door philosophy, including a strong commitment to access for all citizens
- Demonstrated sensitivity to and an appreciation of ethnic and cultural diversity, with an established record of building consensus and reaching out to various diverse groups
- A record of building partnerships and coalitions with business, government, schools, universities, and other community groups
- An established record as an innovative and creative leader who understands the importance of technology as it relates to economic development, institutional effectiveness, and administrative support
- Evidence of being an accessible leader with responsive listening skills and an active interest in the development of all employees
- Strong evidence of being open-minded, a good listener, and a persuasive communicator with appropriate pleasantry

Educational Philosophy

- Committed to the community college concept of quality education
- Committed to the professional development of faculty and staff
- Student-oriented in the sense of recognizing that all aspects of the college are to facilitate learning and student development, with the student obtaining a level of competencies and the student being kept informed of progress
- Committed to the offering of programs that are relevant to the current needs of business and industry

Mission Statement

Shelton State Community College is a public, open-admission, comprehensive community college whose primary mission is to provide accessible postsecondary education, training, and community educational opportunities.

Vision Statement

Empowering students through commitment to excellence.
Fire College is responsible for training paid and volunteer fire fighters and EMTs throughout the state. The college has 91 full-time and 119 part-time faculty. The student-to-faculty ratio is 22 to 1. The second-year retention rate for first-time students was 65 percent for 2015-2016. The three-year average is 62 percent.

In addition to 25 long- and short-term certificate programs, Shelton State offers the Associate in Arts and Associate in Science degree programs and 26 Associate in Applied Science degree programs. In the 2015-2016 academic year, the college awarded 503 associates’ degrees, 118 long-term certificates and 66 short-term certificates.

Shelton State fields four varsity sports teams in the Alabama Community College Conference (ACCC) in Division I of the National Junior College Athletic Association (NJCAA). Two of the sports are women's (fast-pitched softball and basketball) and two are men's (baseball and basketball). The college also has a coed competitive cheerleading team.

Shelton State Community College is accredited by the Commission on

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SHELTON 2020: Realizing Our Vision

I. ENRICHING STUDENT LEARNING AND DEVELOPMENT
   • Develop and sustain excellence in instructional programs and support.
   • Expand eLearning and other innovative delivery methods for instruction.
   • Achieve and maintain student retention, transfer, and graduation rates comparable to national benchmarks.
   • Enhance the student life experience through excellence in programs, services, and facilities.

II. EMPOWERING FACULTY AND STAFF
   • Build a team of diverse, student-centered faculty and staff with the best qualifications and experience in all positions.
   • Maximize opportunities for faculty and staff development.
   • Be inclusive and open in all deliberations and communications regarding its policies, procedures, and performance expectations.
   • Encourage faculty and staff to pursue innovative strategies that enhance student learning and services.

III. EXPANDING OUR IMPACT AREAS
   • Assess and respond to community needs and opportunities and seek to expand partnerships consistent with its mission.
   • Enhance its accessibility and services to underrepresented populations.
   • Enhance its distinction as Alabama's Community College of the Fine Arts.
   • Be an essential component for postsecondary education and career/workforce preparation for the region.
   • Strengthen partnerships with educational entities within Alabama.

IV. ENSURING OUR FUTURE
   • Pursue strategies to increase enrollment to 12,000 by 2020.
   • Develop and implement an integrated marketing plan to increase public awareness.
   • Increase alternative sources of revenue for the operating budget through alternative sources.
   • Pursue a global focus in education and service.
   • Adopt national best practices to provide a campus environment that is safe, sustainable, and secure.
   • Develop a comprehensive long-range plan to utilize technology.
Application and Nomination Process

Confidential inquiries are welcomed and nominations are invited.

To Apply - Application materials should include:

- a letter of interest
- a comprehensive résumé or curriculum vitae
- five references, including email addresses and phone numbers
- email and phone numbers of current and immediate past employers
- unofficial college transcripts indicating degrees earned
- answers to the questions at www.myersmcrae.com/skins/userfiles/file/MMQuestions.pdf

Finalists will be required to provide official college transcripts and submit to a criminal background check.

Submit application materials to:

Shelton@myersmcrae.com

Review of materials begins immediately.


Nominations should include the name, current position, email address, and phone number of the individual being nominated. Submit nominations to Shelton-nominate@myersmcrae.com

Kenny Daugherty, Executive Vice President of Myers McRae Executive Search and Consulting, is assisting Shelton State Community College with this search.