



Middle Georgia State University

Inviting Applications and Nominations for

Vice President for Finance and Business

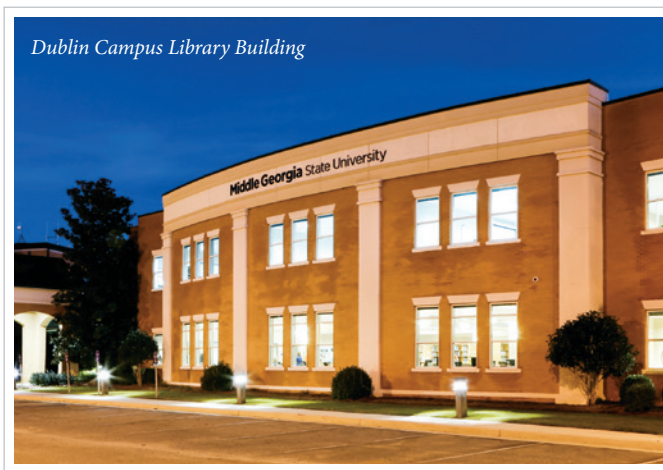
MIDDLE GEORGIA STATE UNIVERSITY seeks a well-experienced financial and business administrator to serve as a strategic member of the senior leadership team as **VICE PRESIDENT FOR FINANCE AND BUSINESS**. Reporting to the President, the Vice President is responsible for strategically leading the functions for all financial services, facility services, environmental health and safety, campus police and safety, human resources, and business and auxiliary services.



VISIT MGA.EDU TO LEARN MORE.

Newly opened Peyton T. Anderson Enrollment Center on the Macon Campus

Myers McRae | Executive Search | **Vice President for Finance and Business** at Middle Georgia State University



Dublin Campus Library Building



Walker Hall, Cochran Campus

ABOUT THE UNIVERSITY

Middle Georgia State University (MGA) is the most affordable public state university in Georgia, enrolling 7,885 students in Fall 2021. Enrollment is largely comprised of students from most of Georgia's 159 counties, as well as students from across the U.S. and the world.

MGA has five campuses—Macon, Cochran, Dublin, Eastman, and Warner Robins, all located in central Georgia—and unlimited outreach through MGA Online, its fully-online programs.

The **Macon Campus** is located in Macon-Bibb County near I-475. This 413-acre campus has a dozen major state-of-the-art buildings and a new residence hall centered around a beautiful lake. The Peyton T. Anderson Enrollment Center opened in Fall 2021, along with a new campus entrance.

MGA's 182-acre historic **Cochran Campus** in Bleckley County has a traditional quad, stately oaks, and a scenic lake. With MGA's largest concentration of student housing, the University's intercollegiate athletic program is based here. This scenic residential campus offers students a diverse campus life experience, rich with intramurals, student activities, campus clubs and organizations, varsity sports, and the amenities and offerings of a larger university in a smaller setting.

The **Dublin Campus** extends the reach of the University into Laurens County and surrounding areas. The campus is a focal point for growth of health programs, particularly nursing.

The 22-acre **Eastman Campus**, a residential campus, is home to the State of Georgia's flagship School of Aviation. Adjacent to the Heart of Georgia Regional airport, it offers flight training and aviation

management programs. A fleet of 52 fixed-wing and four rotary-wing aircraft support flight education in Eastman and at a satellite location in Macon.

The fifth MGA campus is located in **Warner Robins**. This 72-acre campus is just a half mile from the main gate of Robins Air Force Base in Houston County. This campus is becoming a technology hub, while also supporting degrees in Nursing, Education, and Business.

The University has six academic schools: Arts & Letters, Aviation, Business, Computing, Education & Behavioral Sciences, and Health & Natural Sciences. A key area of planned growth is graduate programs, which currently include online master's degrees in information technology, management, teaching-secondary education, technical and professional writing, public relations, and nursing with emphasis on adult/gerontology acute care.

A new Doctor of Science in Information Technology program (DScIT) and Master of Arts degree in Public Relations began classes in 2021–2022. MGA's newest graduate program—Master of Science in Occupational Therapy—has admitted its first cohort of students for Fall 2022.

A member of the National Association of Intercollegiate Athletics, the MGA Knights compete in the Southern States Athletic Conference. The University fields teams in men's baseball, basketball, soccer, and tennis, and women's basketball, cross country, soccer, softball, tennis, and volleyball. The University also has club sports in football, cheer, and IHSA equestrian.

THE OPPORTUNITY

The Vice President for Finance and Business (Vice President) has a critical role in developing and implementing fiscal management and operational strategies for MGA. This senior administrator provides strategic vision and leadership for the functional organization for the departments of Facility Services, Budget, Campus Police, Human Resources, and Business and Auxiliary Services to promote optimal services and operational efficiencies, including providing a safe environment for students, faculty, staff, and community members.

A member of the President's Cabinet, the Vice President advises the President, the Cabinet, and other key internal stakeholders on financial and budgetary matters as well as participates in the development and implementation of strategic long-term plans. The Vice President will understand how the productive and efficient operations of the Office of Finance and Business Operations contributes to the achievement of the University's goals and the advancement of its mission.

Leading the Office of Finance and Business Operations, the Vice President has a strong team of professionals executing services and operations across multiple campuses in central Georgia. Those reporting directly to the Vice President are the Assistant Vice President for Budget and Auxiliary Services, the Executive Director of Public Safety and Police Chief, the Executive Director of Finance, the Associate Vice President for Facilities, and the Executive Director of Human Resources.

The Vice President ensures compliance with the guidelines pertaining to the Georgia Board of Regents policy manual; the University System of Georgia business procedures manual, human resources manual, and construction manual; the Official Code of Georgia, Annotated (OCGA), and other state and federal laws. These guidelines require judgment, selection, and interpretation in application by this senior administrator. The Vice President develops the guidelines for the Office of Finance and Business Operations.

In addition to representing the University to external constituents, the Vice President serves as MGA's liaison to the University System of Georgia for all financial and budgetary matters.

MAJOR DUTIES

Financial Acumen and Responsibility

- Develops and implements a financial vision for the University congruent with the identity and objectives of the campuses.
- Directs the management of the university budget; ensures that resources are properly allocated to enable the University to attain its goals; prioritizes needs to fit allocated resources.
- Develops long-term and short-term budget strategies for the University.
- Prepares and maintains long-term financial forecasts for all of the University's funds. Monitors both short and long-term internal and external financial and operational developments to ensure that forecasts are current and accurate.
- Contributes to the University meeting its strategic objectives by assisting administrators and department heads in conducting financial analysis of current and proposed activities.
- Monitors the University's financial condition and provides budget information to budget managers.
- Oversees preparation of monthly financial statements for the University.
- Reports the financial condition of the University to the Board of Regents, other governmental agencies, and the university president and administrators on a regular basis.
- Develops proposals for funding to the USG and other stakeholders.





MGA's fixed-wing fleet at the Eastman Campus

- Oversees preparation of the annual budget whereby organizational needs are identified, consensus on priorities is obtained, and translates the consensus into a financial plan.

Multi-Campus Safety and Continuity

- Ensures that Facility Services maintains all university buildings, grounds, and equipment in a safe, attractive, and efficient condition. Oversees all major capital projects so that they meet the University's specifications and are completed on-time and on-budget.
- Ensures that each campus is a safe and secure learning environment for students, faculty, staff, and students.
- Manages facilities use and their development, including master and sustainability planning, public safety, transportation, and parking.

Policies, Procedures, and Compliance

- Is responsible for the negotiation of agreements and has oversight of financial and compliance audits.
- Maintains responsibility for financial and compliance audits.
- Implements and monitors fiscal policies and procedures; ensures institutional compliance with various laws, rules, and regulations.

MINIMUM QUALIFICATIONS

- Master's degree in business or public administration, finance, or closely related field
- At least seven years of financial management experience encompassing finance, budget, accounting, and purchasing, with at least three years in a lead administrative/management position
- Experience sufficient to thoroughly understand the diverse objectives and functions of the subunits in the division/department in order to direct and coordinate work within the division/department, which is usually interpreted to require seven to ten years of related experience
- Minimum of five years of progressively responsible senior leadership, management, and substantial senior administrative, supervisory, and financial leadership in higher education

PREFERRED QUALIFICATIONS

- Direct experience and knowledge of the University System of Georgia's policies, procedures, and practices
- Financial and facility oversight of a multi-campus university
- Professional accounting and/or business certifications
- Knowledge of Board of Regents policies and procedures
- Knowledge of State of Georgia budgetary policies

KNOWLEDGE AND SKILLS

- Responsible for being knowledgeable of USG Board of Regents policies and procedures
- Responsible for being knowledgeable of State of Georgia budgetary policies
- Knowledge of generally accepted accounting principles (GAAP)
- Knowledge of state and national issues related to higher education
- Knowledge of budget development and management principles
- Knowledge of supervisory principles and practices
- Skill in the delegation of responsibility and authority
- Skill in the operation of computers and job-related software programs
- Skill in decision making and problem solving
- Skill in interpersonal relations and in dealing with the public
- Skill in oral and written communication

CONTACTS

In the process of conducting business for the University, the Vice President will have contact with co-workers, other university employees, vendors, peers at other colleges and universities, the news media, elected and appointed officials, University System of Georgia representatives, and members of the general public. This work will be related typically to providing services; to giving or exchanging information; to resolving problems; to motivating or influencing persons; or to justifying, defending, or negotiating matters.

Mission Statement

Middle Georgia State University educates and graduates inspired, lifelong learners whose scholarship and careers enhance the region through professional leadership, innovative partnerships, and community engagement.

Vision Statement

We transform individuals and their communities through extraordinary higher learning.



Christopher R. L. Blake, Ph.D. President of Middle Georgia State University

Dr. Christopher R. L. Blake became president of Middle Georgia State on January 1, 2014. He worked with the campus community to articulate a new vision and values for the institution and to prepare the college for university status effective July 1, 2015.

Dr. Blake came to Middle Georgia State from Mount Mercy University in Cedar Rapids, Iowa, where he was president and professor of education for seven years. His earlier professional experience includes serving as provost and professor of education at Mount St. Mary's University, Maryland, where he developed new academic programs and oversaw strategic planning.

Dr. Blake's other career highlights include serving as associate dean of the College of Graduate Education and Research and associate professor of secondary education at Towson University, Maryland; senior lecturer in education at Brunel University, London; senior lecturer in education at West London Institute, London; and teacher of religious studies and social studies at Henry Box School, Oxford.

He holds bachelor's and master's degrees in Theology from the University of Oxford, Keble College; a post-graduate certificate in Education from Westminster College, Oxford; and a Ph.D. in Education from the University of London, King's College.



Middle Georgia State University is an Affirmative Action, Equal Opportunity Employer, and strongly encourages the applications and nominations of women and minorities. Middle Georgia State University does not discriminate on the basis of race, color, religion, sex, national origin, sexual orientation, age, marital or veteran status, political affiliation, or the presence of a non-job related condition or handicap under Federal or State law.



Macon-Bibb County, Georgia

Offering large-city amenities and true Southern charm, Macon-Bibb County has a population of approximately 155,000, with the metropolitan area totaling almost 230,000.

Located 70 miles south of Atlanta, Macon is a popular tourist destination. Macon-Bibb County is rich with cultural assets such as the Hay House, Tubman Museum, and Ocmulgee Mounds National Historical Park, a lively

arts scene, annual festivals, including the International Cherry Blossom Festival, and a well-versed music heritage, playing home to such greats as Otis Redding, Little Richard, and the Allman Brothers Band.

Most recently, Macon has become a go-to location for movie/TV filmmaking. Served by three hospitals, Macon is one of Georgia's major medical service centers. Just 16 miles south of Macon-Bibb County is Robins Air Force Base, the largest single-site industrial complex in Georgia.

APPLICATION & NOMINATION PROCESS

Confidential inquiries are welcomed, and nominations are invited.

Applications

- 1) Application packet must include:
 - a) A letter of application that addresses the responsibilities and qualifications of the position
 - b) Current résumé
 - c) At least four references with full contact information including e-mails (*References will not be contacted without consent from applicant.*)
- 2) Submit application packet (preferably as PDFs) to **MGA-VPFB@myersmcrae.com**. **Applications will be accepted until the position is filled.**

Additional information will be requested upon receipt of application.

Nominations

Submit nominations to:

MGA-VPFB-nominate@myersmcrae.com with complete contact and e-mail information for the individual being nominated.

Emily Parker Myers, CEO of **Myers McRae Executive Search and Consulting**, is assisting Middle Georgia State University with this search. **Request a conversation** at (478) 330-6223 or EmilyMyers@myersmcrae.com.

