

Job Description

President/President of Clinton College

Overview:

The President serves as the Chief Executive Officer (CEO) of Clinton College, responsible for guiding the college in achieving its academic, business, and institutional goals. The President reports to the Board of Trustees, works closely with the Board Chair, and provides regular updates at Board meetings. Additionally, the President is responsible for delivering an annual report to the African Methodist Episcopal Zion (AME Zion) Church, engaging with the Board of Schools and Colleges, the Connectional Council, and the Board of Bishops, as outlined by the church constitution.

The successful candidate will have a proven track record of leadership and management effectiveness, preferably within Christian, liberal arts higher education institutions.

The President must be committed to holistic student development and have a vibrant Christian faith with a true appreciation of an open campus, welcoming and inclusive guiding principles, commitment to diversity, and the development of high impact graduates who make a difference wherever they live and serve. S/he will be adept at building rich and transformational relationships with students, parents, faculty, staff, administration, trustees, and external constituencies.

The candidate will have significant understanding of private college leadership in the principal areas of academics, athletics, admissions, student affairs, personal fundraising, and budget management, specifically within a private liberal arts residential college serving a very diverse student population and many first-generation students.

The candidate must demonstrate a keen understanding of the multi-faceted demands of the academic enterprise at the collegiate level, including the financial demands and limitations necessary to ensure that Clinton College as a stand-alone unit maintains financial stability and the ability to invest through effective revenue and expense management.

Key Responsibilities:

- **Strategic Vision and Leadership:** Serve as the visionary leader for Clinton College, fostering growth, innovation, and alignment with the institution's mission. Developing and implementing a progressive and community responsive College philosophy, including a comprehensive strategic plan which details the institutional mission, goals and objectives, priorities, and resources, for the current and long-range needs of the district.
- **Strategic Planning:** Oversee the development, implementation, and assessment of the college's long-range strategic plan.
- **Financial and Resource Management:** Ensure sound fiscal management, resource development, and efficient allocation of institutional funds. Preparation, recommendation, and administration of the annual operating and capital budgets as approved by the Board of Trustees.
- **Academic and Institutional Excellence:** Lead the development and enhancement of academic programs and institutional standards in collaboration with faculty and senior staff. Developing, maintaining, and evaluating the academic programs and student services of the College and creating a climate which enhances student learning, stimulates creative approaches to teaching and learning, and motivates both staff and students to optimum achievement.
- **Cabinet Oversight:** Supervise the administrative cabinet, which includes the Vice Presidents for Academic Services, Business Services, Institutional Advancement, and Student Success and Retention.
- **Personnel and Policy Management:** Appoint college personnel within Board-authorized policies and oversee the development of institutional policies and procedures. Developing and maintaining a personnel operation which includes the recruitment, selection, development, compensation, evaluation, and continuation of all College staff.
- **Institutional Advancement and Fundraising:** The successful candidate will also have extensive experience in community development, fundraising and be willing and capable to lead an expansion of Clinton's constituencies fostering new friend and donor relationships that can financially impact the College in a major way.
- **Community and Church Engagement:** Actively engage with AME Zion Church and external partners, fostering relationships with other higher education institutions, businesses, public schools, and government entities.

*Any other duties assigned or delegated by the Board of Trustees.

Qualifications:

- **Education:** Master's degree from an accredited institution is required.
- **Higher Education Leadership:** Proven senior-level administrative experience within a higher education setting, demonstrating progressive responsibility.
- **Resource and Financial Management:** Strong background in financial management, strategic resource allocation, and fundraising.
- **Communication and Relationship Building:** Excellent interpersonal skills with a record of building coalitions, fostering partnerships, and engaging stakeholders.
- **Student-Centered Focus:** Demonstrated commitment to student success, support, and engagement.
- **Institutional Development and Technology:** Knowledgeable in the application of technology for academic and administrative operations and successful in budget management.
- **Advancement and Representation:** Skilled in advocating for the institution and effectively representing Clinton College to sponsors, government officials, donors, and community partners.

Clinton College provides equal access to employment opportunities for all applicants, regardless of race, color, creed, religion, national origin, gender, sexual orientation, gender identity, gender expression, genetic information, marital status, age, disability, or veteran status in compliance with all applicable laws, regulations, and policies.