

The Board of Trustees of the Los Angeles Community College District  
Invites Applications & Nominations for the Position of

# President Los Angeles Pierce College



## About The College

Los Angeles Pierce College is a flourishing two-year public institution in California located in the west San Fernando Valley (approximately 25 miles northwest of Los Angeles Civic Center) providing opportunities for transfer education, occupational training, and life-long learning.

Los Angeles Pierce is a comprehensive College with more than 60 disciplines and over 150 degrees and certificate programs being taught to 22,000 students each semester. It is one of the nine colleges of the Los Angeles Community College District and is fully accredited by the Accreditation Commission for Community and Junior Colleges (ACCJC), the Western Association of Schools and Colleges, a nationally recognized accrediting agency.

Located on 426 acres, nestled next to the thriving business district of Warner Center, Los Angeles Pierce College combines state-of-the-art technology and learning with the picturesque beauty of its rolling hills. The College's setting among 2,000 trees, thousands of rose bushes, a nature preserve, botanical garden, and an arboretum makes it unique in the Los Angeles metropolitan area.

True to its beginnings more than 70 years ago as an agricultural College, Los Angeles Pierce College still maintains large sections of tillable and rangeland preserved as an enclave within a suburban environment. A 226-acre agricultural area that is used for

instructional programs spans the west side of campus and features an equestrian center and small herds of cattle, sheep, and goats.

Los Angeles Pierce College is setting the pace in community college education, preparing students to take their place or to retrain in industries at the forefront of technological advances. With two summer sessions and a five-week winter intersession, students are enjoying the opportunity to move more quickly through the curriculum with greater academic success.

Los Angeles Pierce College is recognized nationally for several outstanding academic programs, which include highly ranked Nursing and Veterinarian Technology programs. The College has programs in career and technical education and maintains close ties to the business community by providing successful job training programs that meet the workforce needs of local employers. In response to the needs of the community it serves, the College also provides basic skills education and works closely with local area high schools to promote and assist students in their transfer goals. Los Angeles Pierce College has one of the highest transfer performances in California. Many Los Angeles Pierce College students transfer to the University of California system, the California State University system, and private universities to earn bachelor's degrees.

## About The College (cont'd)

Los Angeles Pierce College combines academic excellence with robust student services and support programs and a friendly and helpful faculty and staff. It has a solid reputation for being a student-friendly institution, offering students high-quality and challenging education that prepares them for university or vocational work. Students benefit from smaller class sizes and lower tuition as compared to a four-year university.

The College's construction program, funded by four Los Angeles voter facilities bonds, has revitalized the campus, enlarging and modernizing the capacity of the physical plant, and restoring its original architecture. The Center for the Sciences, Student Services Building, College Services Building, Child Development Center and Library Learning Crossroads are now vibrant centers for student learning and support.

## Mission Statement

Los Angeles Pierce College is a student-centered educational institution that offers opportunities to achieve success in a diverse college community. The college dedicates its resources to assist students in identifying and reaching their educational, career, and personal goals. Our comprehensive curriculum and support services enable students to earn associate degrees and certificates, prepare for transfer, gain career and technical proficiency, and develop foundational skills. We serve our community by providing a variety of enrichment activities and opportunities for lifelong learning.

## The President

**The President provides leadership, advocacy and strategic vision for Los Angeles Pierce College. Responsible and directly accountable for all College operations, the President reports to the Chancellor and is a member of the Chancellor's cabinet. The successful candidate has a strong grounding in the administration of academic programs, student services and administrative services. The candidate must have a thorough understanding of the primary mission of the community college, which includes transfer and career and technical education, as well as basic skills preparation and community service programs. The candidate must thoroughly understand and embrace the role of an integrated suburban community college within the multicultural community it serves. The College seeks a visionary and strategic president to lead the campus through the next decade.**

## Desirable Qualities

The Chancellor and the College Search Committee will evaluate potential candidates for the Presidency of Los Angeles Pierce College based on the following desirable qualities identified by faculty, staff, and students.

### Committed to Student Access, Success, and Equity

- A student-centered president who is sensitive to students' needs and focuses on the holistic development of the student.
- A president who is passionate about serving students, who has authentic concern about students, and who wants to create a welcoming and safe environment that supports teaching and learning.
- A leader who is committed to identifying gaps in student outcomes on the basis of factors such as race, ethnicity, and gender, and then mobilizing the College to improve results.
- A president who appreciates, embraces and works with the rich diversity of Los Angeles Pierce College students and makes the campus welcoming to all students, faculty and staff.

## Financial and Operational Ability

- A president who serves as a fiscally accountable leader and also holds everyone fiscally accountable.
- Someone who fully understands statewide and district systems for funding so the College can maximize new opportunities of funding.
- A president who can harness the resources already present to benefit students and the campus.
- A leader skilled in establishing state of the art information technology.
- A leader committed to campus safety and emergency preparedness.

## Builds Strong Teams

- A president who unifies people and directs that energy toward service to students.
- A leader who understands and practices shared governance.
- A president who can create an atmosphere of respect across all categories of employees.
- A leader who supports a partnership between instruction, student services and administrative services.
- A president who values Career and Technical Education (CTE) programs and has a balanced perspective regarding CTE and transfer programs.

## Takes Strategic Risks

- A leader who is willing to take significant data-informed risks and inspires changes in the way everyone across the College thinks and acts to improve student outcomes.
- A president who is willing to have and can facilitate courageous conversations.

## Communicates Effectively

- A president who has strong facilitation skills.
- Someone who will learn about College successes and is interested in this great opportunity to take Los Angeles Pierce College to the next level.
- A leader who is proactive with proven advocacy skills and solid understanding of recent local, state, and national legislation that impacts community colleges.

## Develops Effective External Partnerships

- A leader who can build functional, mutually beneficial partnerships with K-12 school districts to expand dual enrollment and adult education, and increase university transfer.
- A leader who understands the importance of the College in terms of connecting with the community for mutual benefit.
- A president who understands public relations, college branding and marketing and the participation of the College in the community.
- A leader who uses the College's influence and resources to pave the way for ongoing student access and success by forging partnerships with outside entities.

### Minimum Qualifications

- Master's degree or advanced degree of at least equivalent standard from an accredited college or university. The required degree must be completed at the time of filing an application.
- Two years of successful full-time experience in a senior leadership position in education, business, industry or government, preferably as a college or university administrator.
- A sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of district faculty, staff, and students.

### Desirable Qualifications

- Earned doctorate from an accredited institution.
- Teaching, student services or administrative services experience preferably at the postsecondary level.
- Five years of experience in administrative positions with increasing levels of responsibility, preferably at the postsecondary level.

### General Requirement

Health: After selection and prior to employment, a medical certificate indicating fitness to engage in administrative work is required for new employees, at the applicant's expense.

### Salary And Benefits

The current salary range is \$200,306 – \$248,144 annually. Employee benefits include 15.5 paid holidays and 24 days paid vacation annually, comprehensive medical/hospital, dental, and vision care plans, and a \$50,000 group life insurance policy.

### Evaluation Procedures

Applications for the position will be screened by the Human Resources Division for minimum qualifications. A District Search Committee will review the eligible applications and select candidates for interview, and after interviewing the invited candidates, will recommend to the Chancellor at least three unranked candidates as finalists. The Chancellor's office will conduct background and reference checks and interviews, and will forward the selected candidates to the Board of Trustees, along with his recommendation, if any, of the candidate(s) best suited for the position. The Board of Trustees may conduct further background checks or interviews as appropriate.



### Filing An Application

To be considered for this position, applicants are required to complete the application using web-based software to create an applicant profile account, allowing documents to be saved and uploaded as attachments. The application address is <https://laccd.csod.com/ats/careersite/search.aspx?site=6&c=laccd>

### All applicants must submit the following:

1. A completed LACCD application.
2. A letter of application of no more than six pages is requested. The cover letter for application must describe skills and experiences that have prepared you to successfully meet each of the six **desirable qualities** described in this position announcement.
3. A current résumé of professional experience, educational background, and other pertinent information.
4. A list of eight references with business and home telephone numbers, including two supervisors, two subordinates (including one support staff member), two faculty, and two community members.
5. Copies of transcript(s) (official transcripts will be required if selected for an interview). Documentation from an approved foreign transcript evaluator is required for degrees received from other countries. For a list of approved foreign transcript evaluation agencies, please go to the Commission on Teacher Credentialing: <http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>

The Search Committee will begin reviewing applications after December 7, 2018; however, applications may be accepted until the position is filled. To be considered in the first reading, applications must be submitted by **4:30 p.m. on December 7, 2018**. If selected for the position, additional information, including official transcripts, will be required.

Employment is contingent upon verification of qualifications. LACCD reserves the right to modify and/or withdraw this position at any time.

For additional information, contact LACCD Human Resources at (213) 891-2290 or via e-mail at [ssaha@email.laccd.edu](mailto:ssaha@email.laccd.edu)

The executive search firm of Community College Search Services has been retained to assist with the search. All confidential inquiries and nominations should be directed to:

### Community College Search Services

Eva Conrad, Ph.D.

Search Consultant

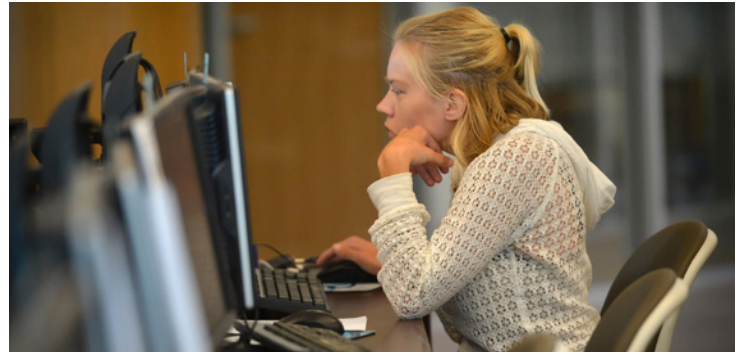
[eva.conrad@ccss.solutions](mailto:eva.conrad@ccss.solutions); 805-660-1527

John Romo

Search Consultant

[john.romor@ccss.solutions](mailto:john.romor@ccss.solutions); 805-698-7987





### **ADA Notice**

Applicants and nominees who believe they are covered under the Americans with Disabilities Act (ADA) who require accommodation during any part of the interview or selection process must submit a written request with documentation at least three business days prior to the date of need of the accommodation via e-mail to: LACCD Human Resources at [ssaha@email.laccd.edu](mailto:ssaha@email.laccd.edu)

### **EEO Non-Discrimination Notice**

It is the Los Angeles Community District's policy to ensure that all qualified applicants for employment and employees have full and equal access to employment opportunity and are not subjected to discrimination in any program or activity of the District on the basis of actual or perceived ethnic group identification, race, color, naturalization, ancestry, religion, creed, sex (including gender-based sexual harassment), gender identity and expression, pregnancy, marital status, cancer-related medical condition of any employee, sexual orientation, age, physical or mental disability, or veteran status.

The Board of Trustees commits the District to vigorous EEO in all aspects of its academic and classified employment programs, including recruitment, selection, assignment, retention, promotion, and transfer. The District strives to achieve a workforce that reflects the diversity of the state's population and is welcoming to all persons from all other groups protected from discrimination to ensure the District provides an inclusive educational environment. Such an environment fosters cooperation, acceptance, democracy and free expression of ideas.

*Reference: LACCD Board Rules, Chapter XIII, 101301 (2018)*

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