

Position Information

Position Title President, West Los Angeles College

Position Details

Introduction - About the Campus

West Los Angeles College (West) is an accredited California Community College offering paths to university transfer, career education and courses for personal or professional growth. It occupies 70 park-like acres overlooking Culver City, Marina Del Rey and Greater West Los Angeles. With an active student population of over 15,000 regular and extension students, the campus has more than 100 full-time faculty, more than 300 hourly faculty and 150 classified staff who strive to create an educational environment unique in Southern California.

West's Dental Hygiene program, which is among the most respected in the country and extremely competitive to enter, was recently approved as one of the 15 California community colleges programs to offer a baccalaureate degree. In addition, the campus has one of only a handful of American Bar Association Approved Paralegal programs at a California community college along with unique career and technical education programs in Aviation Maintenance, and Television/Film Production.

The College awards more than 750 degrees and certificates annually in 57 different fields, and each year West sends more than 260 transfer students to four-year colleges. Many West Associate Degree and Certificate program graduates begin professional employment immediately after graduation.

The college offers transfer and associate degrees through its academic programs as well as certificate and special programs. Each semester, the college offers nearly 1,000 classes in over 65 different academic disciplines. The College also offers: Associate Degrees in 45 subjects, 30 Certificates of Achievement, 24 Skill Certificates and 16 Transfer Associate Degrees. Celebrating its 20th Anniversary this Fall, Westside Extension offers nearly 1,500 classes and serves nearly 5,000 students annually.

West's students reflect the diversity of its service area, as well as general trends in education and the economy. In the Fall of 2014, the college enrolled 10,032 students, 53% percent under the age of 25, another 26% between 25 and 34 years of age, and 21% over the age of 35. The ethnic composition of the student body is 42% Hispanic, 30% African American, 13% White, and 7% Asian/Pacific Islander. Fifty-eight percent of West's students are women.

The College is divided into four administrative groups: Academic Affairs, Administrative Services, Student Services and the Office of the President, with each group representing a major area of operation of the College. The campus is governed through collegial consultation and shared governance agreements as well as by educational codes and standards. The College is

accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges. The Commission reaffirmed West's accreditation most recently in June 2015.

Challenges, Issues and Opportunities

West Los Angeles College is seeking an experienced, dynamic and energetic leader of the highest integrity to guide a College poised to address the following challenges, issues and opportunities:

- o To continue to invest in the tradition of quality and academic excellence while expanding innovative approaches for increased student success.
- o To advocate effectively on behalf of West Los Angeles College to expand financial support for the College and generate new resources.
- o To serve as an ambassador for the college and work to build relationships with civic organizations and government agencies, and to initiate and expand partnerships with local business, industry and community-based organizations.
- o To engage in transparent and efficient communication to unify the College and build morale.
- o To respect and understand the history of the College while embracing our global vision and strategically advancing a student-centered approach to instructional programs and services.

West Los Angeles College is seeking a leader who understands the complexity of an urban college within a multi-college district and who has a successful track record in the areas below.

Student Learning and Success

- o Serves as a passionate advocate who fosters quality student-centered programs and who actively promotes teaching, learning and student success.
- o Is an inclusive leader who energizes the existing efforts and seeks new opportunities to provide access to higher education for culturally, racially, geographically and economically diverse populations.
- o Promotes and increases student retention, completion, transfer and graduation rates.
- o Fosters a culturally inclusive environment that promotes diversity, collaboration, communication and collegiality in achieving the College's goal of maintaining a learning-centered environment.

Strategic Leadership and Organizational Planning

- o Provides leadership in strategic planning for educational initiatives, technology, college master planning, business, industry, and community partnerships.
- o Serves as a knowledgeable advisor familiar with the accreditation process, continuous quality improvement, and fact-based, collaborative decision making.
- o Possesses a successful track record of raising funds, managing budgets, grant development, and demonstrating good fiscal management.
- o Serves as an exceptional and visible leader throughout the College and provides leadership, inspiration and support.
- o Promotes a supportive environment for expanding global studies and extending opportunities for international programs and partnerships.

Governance, Leadership and Advocacy

- o Provides effective leadership and fosters high-quality programs in college transfer, career technical education and economic development initiatives.
- o Develops and advocates for cooperative partnerships at the local, state, national and international level to meet community needs, and provides additional opportunities for students.
- o Advocates for participatory governance, promotes collegiality, staff cohesiveness and respect among all college constituencies.
- o Demonstrates consensus-building skills and a strong knowledge of and experience with collective bargaining and its role in a complex institution.

Community Support

- o Supports the development of innovative and collaborative programs that respond to the needs of a changing workforce.
- o Works with local community partners to acquire fiscal resources to ensure student success.
- o Serves as a forward thinking leader who will build new relationships with K-12 schools, and other colleges and universities.

Duties and Responsibilities

The president provides leadership and advocacy for the college, is responsible and directly accountable for all college operations and is a district team member on the Chancellor's cabinet. The successful candidate would lead the development and articulation of a viable identity and

vision for West Los Angeles College and be a leader who will be responsive to the adjacent physical communities and their changing demographics and to the various constituencies at the college including current students, staff, and faculty. More importantly, the vision must incorporate reciprocal partnerships with economic, cultural, educational, global, and political leadership in Los Angeles and California.

The new president will require a grasp of the current status and long-term global vision for community college education, higher education in California, and the future of the communities, people, business and industry in Los Angeles. Sensitivity to the diverse cultural and socio-economic backgrounds of students, staff, and community is an essential qualification.

Minimum Qualifications

- o A 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. An earned doctorate or equivalent terminal degree is preferred.
- o One year of formal training, internship or leadership experience reasonably related to the administrator's administrative assignment.

General Requirement

Health: A medical certificate indicating fitness to engage in administrative work is required for new employees at the applicant's expense after selection from an eligible list and prior to employment.

Desirable Qualifications

Personal and Professional Qualities

The successful candidate will be:

- o An experienced student-centered educator who supports the mission and vision of the College.
- o An inclusive, accessible, personable and visible leader who is directly involved in the College and the community.
- o A media-savvy leader who will effectively market the College in a competitive higher education environment.
- o A superior team builder who possesses a management style that is inclusive, visible, proactive, collaborative and open.
- o An individual with outstanding communication and interpersonal skills.

o An individual with two years of successful full-time experience as a senior manager in business, industry, education, or government, preferably as a senior level college or university administrator.

o Possessing of a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college faculty, staff and students.