



Hartwick College
Vice President for Student Life
Search Extended. Position Modified

Hartwick College, a private residential liberal arts and sciences college located in Oneonta, NY, invites inquiries, nominations, and applications as it extends its search for the position of Vice President for Student Life. Founded in 1797, Hartwick College enjoys a long history of commitment to student success, connecting the liberal arts with practice through an expansive curriculum, personalized teaching, collaborative research, and a wide range of internships and study-abroad opportunities designed to ensure that students are prepared for their role as engaged citizens. Hartwick has an enrollment of 1,480 undergraduates, 57% women and 43% men. ALANA students represent 11% of the student body, and 3% are international students. Residential students comprise 84% of the student enrollment. More than 95% of Hartwick students secure jobs or enroll in graduate or professional school within six months of their graduation. About 60% of Hartwick students participate in study abroad or an off-campus program or internship, and 25% participate in one or more of the 17 intercollegiate athletic programs. Long-term partnerships with over 25 local community organizations allow students to integrate and apply classroom knowledge through community-based learning opportunities and civic engagement. Hartwick's endowment is an estimated \$70M as of March 31, 2008.

In concert with the mission of the college, the Office of Student Life at Hartwick fosters a learning environment where students have the freedom to explore their own potential as they develop responsible decision-making, leadership and communication skills, and participate in multiple opportunities to gain respect for differing cultures and ideas. The new Vice President has an important and exciting opportunity to create a vision for the future that maximizes the potential of Student Life to develop strong partnerships with academic affairs and the surrounding community in support of co-curricular programs and activities that focus on student success.

The Vice President for Student Life reports to the President. The incumbent will have responsibility for Residential Life and Housing, Campus Safety, Wellness Center (including medical services), Athletics, Counseling Services, Judicial Affairs, Greek Life and Leadership, Student Activities, Wellness Education, Civic Engagement, College Chaplain, and Challenge Education. With approximately 40 full- and part-time staff reporting to the Vice President, the incumbent will additionally be responsible for an overall division budget, including athletics, of approximately \$3.5M. The Vice President

also engages in fundraising activities for the College, coordinates communication between campus constituencies and departments, and works cooperatively with the college's senior leadership team to ensure successful achievement of institutional and divisional goals.

Hartwick has developed an "operating strategy" for the next five years that will require cooperation across campus units. Retention of students is an important element of the plan. Close collaboration, particularly between the vice presidents for Academic Affairs, Student Life, and Enrollment, will be required for the college to build to and then stabilize at its enrollment goal of 1600 students. The Vice President for Student Life will lead the development of goals and objectives for student affairs, consistent with the college's overall planning, and will provide a strategic view of campus-wide linkages for potential program enhancement and development as well as cost savings and improved resource utilization.

The successful candidate will be an innovative, resourceful, high-energy professional who is an exceptional communicator, an effective agent of organizational change, and a team builder and collaborator. The position requires a high amount of visibility on campus, at campus events, and with student-leaders. The Vice President must be a student-centered professional who demonstrates: a high level of knowledge about the issues that confront a private residential college; an up-to-date understanding of and the ability to clearly communicate the importance and effectiveness of student development theory; an appreciation for the important role that athletics plays in the healthful development of the scholar athlete; and a record of success in enhancing the quality of student learning and development outcomes. Additional qualifications include: the ability to assess, understand and be a key advocate for a healthy campus climate; a commitment to contribute to the College's ongoing effort to promote a diverse and open campus community; competence with the use of research and assessment tools to monitor progress in meeting goals; a demonstrated record of success in managing conflict; the ability to develop and maintain productive community and campus partnerships; the proven ability to collaborate, both effectively and with enthusiasm; and strong strategic planning skills.

The successful candidate should possess a minimum of seven years of increasing responsibility and leadership experience in student affairs at the level of Director or above at comparable institutions. The successful candidate will also be: a person who is pro-active in responding to student concerns; an excellent supervisor, who is proficient in areas of staff performance appraisal and professional development; and an experienced and effective educator who is familiar with and effective in applying best practices in the areas of student affairs represented at Hartwick. Preference will be given to candidates who have earned a doctoral degree, although master's level candidates with appropriate experience will also be considered.

Interested individuals should send a letter describing their interest in and qualifications for the position, a resume, and contact information including mailing and email addresses for five references. The packet should be sent electronically (Microsoft Word

attachments preferred) to Bill Spelman at Bill@wspelman.com. The subject line in email should be **VPSLHartwick**. Confidential inquiries will be received at 585.787.9742.

Documents that must be mailed should be sent to William Spelman Executive Search at 667 Midship Circle, Webster, NY 14580. Confidentiality will be maintained, and references will not be contacted without prior knowledge or approval of the candidate. For full consideration, all materials must be submitted by June 15, 2008. The process will begin immediately and will continue until the position is filled.