



A History of Successful Searches for Leadership in Higher Education

Assistant Vice President for Student Life

The University of San Diego, one of the nation's finest Catholic institutions, invites inquiries, nominations, and applications for the position of Assistant Vice President for Student Life. Chartered in 1949, the University is a Carnegie Doctoral Intensive institution enrolling more than 7,500 students. Its endowment is currently at \$275M. USD is known for its commitment to advancing academic excellence, expanding liberal and professional knowledge, creating a diverse and inclusive community, and preparing leaders dedicated to ethical conduct and compassionate service. The most recent retention and graduation information for entering full-time freshman cohorts includes an 85% retention rate from the first to second year of study, and a 73% five-year graduation rate. USD is a residential campus with newly renovated and expanded facilities designed to accommodate a first year residency requirement and sophomore year experience. Academic Affairs and Student Affairs are strong collaborators in advancing the Undergraduate Education Goals and student learning outcomes.

The University of San Diego, home of the Toreros, sponsors 17 NCAA Division I intercollegiate teams, and is a member of the West Coast Conference for nearly all sports. In addition, USD offers sport clubs for non-NCAA sports. The university maintains an extensive intramural sports program, diverse fitness programs and numerous recreation classes. In fall 2007, USD opened a new Mission Café and Fitness Center. Since 1999, USD teams have made 39 NCAA post-season appearances; garnered 54 All-America selections; won 12 conference championships; and had 14 Conference Coaches of the Year, 144 WCC 1st team members, 2 WCC Scholar Athletes of the Year and 3 national champions.

Reporting to the Vice President for Student Affairs and with a strong collaborative relationship with the Assistant Vice Presidents/ Dean of Students, this new Assistant Vice President for Student Life (AVP) will be a champion for building on a tradition of school pride and spirit. The AVP has major responsibility for the overall direction and management of the Student Life programs and services of the Student Affairs division. This is a unique opportunity for a high-energy person with a shared

leadership approach to maximize the talents of a strong staff in creating a vibrant and engaging campus community in which students experience a strong sense of pride in the history and traditions of the University of San Diego. The opening of a University/Student Union Expansion of 50,000 additional square feet of space, scheduled for summer 2009, adds an exciting dimension to this opportunity, as the AVP for Student Life leads a strong and talented staff in ensuring that this new facility fully supports and enhances Student Life programs and services.

The AVP oversees the areas of Campus Recreation, University Center and Jenny Craig Pavilion, Student Activities and Associated Students, Student Organizations, Leadership, Greek Life, and Outdoor Programs. The facilities available are outstanding. The Jenny Craig Pavilion is a frequent site for the West Coast Conference basketball championships. The University Center is currently undergoing a major expansion and will open summer 2009. Responsibilities include continually assessing the total campus environment, initiating programs based on these assessments, and developing and implementing University policies and procedures related to students. The AVP is also responsible for an expense budget of \$3M with revenues of \$525,000, and supervises 25 full time and 250 part time staff.

The successful candidate will have a minimum of seven years of progressive leadership experience in a senior student life staff position. He or she must have a comprehensive knowledge of the issues and opportunities of a private Catholic residential university, an understanding of student development theory, a commitment to furthering a high level of cooperation between student life and academics, and a willingness to continue to develop the University's already strong student life program.

Candidates must have evidence of depth of experience with organizational change as well as a proven ability to achieve buy-in and ownership of change. The incumbent will also have a strong record of achievements in such areas as conflict resolution, residential and housing services, and quality co-curricular programming. Candidates must have a results-oriented approach to Student Life and a reputation among students that reflects a deep personal and professional commitment to participating with students in the life of the campus. It is essential that candidates have a track record of success in working with all financial aspects and management of student life related facilities and services. Evidence of collaborative work with all areas of an institution and exemplary communication skills are also required. A demonstrated commitment to diversity and inclusive excellence is a must. Preference will be given to candidates who have earned a doctoral degree and to Masters level candidates who have considerable experience in the Student Life units reflected in this announcement.

Interested individuals should send a letter describing their interest in and qualifications for the position, a resume and contact information 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 AVPSLSANDIEGO. 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 received by May 9th . The process will continue until the position is filled.

EEO/AA