**CONSTANT CONTACT TEXT (DRAFT 07/1/2015)**

Dear XYZ,

Just want to make you aware that the search for **Chadron State College’s next Associate Vice President of Human Resources** is underway. Please take a look at the details below and contact me if you have interest or recommendations.

Many thanks,

*Beth Baldino*

**Beth Baldino**

Senior Consultant

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**Chadron State College – Associate Vice President of Human Resources**

Chadron State College, in western Nebraska, seeks an Associate Vice President of Human Resources. The **AVP of Human Resources** will report to the President and serve on the executive leadership team. The AVP will lead HR for the college including overall administration, coordination, and assessment of the HR function. HR encompasses employment services, employee relations, recruitment, retention, employee data management, payroll, compensation, benefits, and Title IX issues. Direct reports include: Payroll Manager, HR Coordinator, Office Assistant, and part-time HR Associate.

Serving 3,000 students, Chadron State has many reasons to be proud. In addition to a competitive tuition and strong academic offerings, Chadron State offers 13 sports in the NCAA Division II. However, if you ask people what they love most about Chadron State, you’ll often get the same answer: “It’s the people.” Chadron State was created because of the pioneering spirit of people who settled the Great Plains, which is still evident in their descendants who occupy northwest Nebraska. Students from the college and surrounding community welcome students from a diverse set of backgrounds and value what they bring to the region.

* Chadron State College earned a “Hidden Treasure” designation by a national news magazine at the turn of the 21st century and has celebrated several consecutive years of enrollment growth more than a decade later.
* Since January 2014, approximately $30 million in new construction has been underway on the CSC campus.
* CSC offers 65 majors and eight master’s degree programs.
* A Bachelor’s degree is required with substantial work experience in human resources leadership. Preferred experience includes an advanced degree, work experience in the higher education sector, and professional certifications PHR, SPHR.

**Click on the following link to view position specification:** <http://summitsearchsolutions.com/wp-content/uploads/2015/07/CSC_AVP_HR_Spec.pdf>

NOTE: Review of applications will begin immediately and continue until finalists are identified.

**For nominations or further information:**

**Beth Baldino**

Senior Consultant

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