

Lewis & Clark



Position Profile

Vice President of Student Life and
Dean of Students

June 2018

This search is managed in partnership with Summit Search Solutions, Inc.

About Lewis & Clark College

Nestled among towering trees and trillium-lined creeks, **Lewis & Clark College** - one of the many wonders of Portland, Oregon - is located in the vibrant city that the New York Times calls “one of our national capitals of cool.”

[Lewis & Clark College](#) is a private institution with a public conscience and a residential campus with global reach. It's a place where ideas are explored and problems are solved through interdisciplinary and global perspectives; where new knowledge is generated through collaborative faculty-student research and inquiry. The College offers an education built from the time-tested elements of careful study, original research, and spirited debate. Lewis & Clark College serves 3,200 students in three primary schools - The College of Arts and Sciences, the Graduate School of Education and Counseling, and the Law School. With a strong foundation in international programs, outstanding science programs, a top-ranked environmental law program, world-class undergraduate and graduate teaching, and a distinguished faculty - the institution is at a moment of great opportunity.

Established in 1867, Lewis & Clark is one of only a few liberal arts institutions with top ranked, high quality professional programs located in a major city. Its academic units have received top tier rankings according to U.S. News and World Report's list of America's best liberal arts colleges and law schools, and are highly regarded on a national and international level. In addition to the quality of its academic programs, the College is known for its teaching excellence, global engagement, environmental leadership, and strong sense of civic responsibility. The 2017-18 academic year marks the celebration of the College's 150th anniversary. Equally important, the institution is poised for a bright future under the leadership of its energetic President, [Wim Wiewel](#).

The Position

The **Vice President of Student Life/Dean of Students (VPSL)** leads the division of Student Life, reports to the President, and leads a staff of 70 employees, including associate/assistant deans, directors, coaches, and other exempt and non-exempt employees. The Vice President is responsible for fostering the College's commitment to student success by actively developing, implementing, and maintaining programs that enrich student learning, build and maintain a strong sense of community, and promote growth through engagement in the life at Lewis & Clark College. The Vice President provides innovative vision and leadership for all student life programs and activities and leads the staff of the student life division in fulfilling its mission.

The Lewis & Clark Student Life Division empowers students to learn, lead, and engage the traditions of the liberal arts in the 21st century. As holistic educators, Student Life partners with students through their development in academic & experiential learning, civic leadership & career development, diversity & inclusion, and wellness, while creating an enduring community of belonging in which all students can take pride and realize their potential.

Start Date: There is flexibility on start date based on individual circumstances; the ideal start date would be January 2019 or Spring 2019.



Position Responsibilities:

- Provides vision, leadership, and strategic direction for the Student Life Division's programs/departments including Inclusion and Multicultural Engagement, International Students and Scholars, Campus Living, Templeton Campus Center operations, Health and Counseling Services, Student Support [Disability] Services, Health Promotion and Wellness Programs, Student Activities, The Career Center, Student Rights and Responsibilities, New Student Orientation, College Outdoors, Food Services, Student Leadership and Service, Spiritual Life, Physical Education and Athletics, and Commencement;
- Serves as a member of the President's Executive Council and is an active participant in all aspects of institution-wide strategic planning, decision-making, and policy development;
- Works with faculty in the College of Arts and Sciences to create a holistic environment that supports the success of all students;
- Is responsible for short and long-range budget planning, administration, management, and evaluation of the Division's programs, services, personnel, policies, procedures, development, and facilities in a manner congruent with the College's mission and goals;
- Administers College policies as outlined in the Student Handbook, as well as review and update policies on a regular basis in consultation with campus constituents;
- Oversees divisional assessment planning and strategies, including learning outcomes;
- Coordinates and supports student involvement and leadership opportunities, including the Associated Students of Lewis & Clark (ASLC), 100 student organizations, and student media;
- Represents undergraduate student life on a variety of College and Board of Trustee committees; works with ASLC leaders, student life, and faculty colleagues to articulate and live the values of the College community;
- Oversees the on-call response system, the Welfare Intervention Network, and collaborates with Campus Safety and others in emergency and/or crisis response;
- Serves on the leadership of the Strategic Enrollment Management (SEM) Team and administers initiatives and programs as needed to support the institution's recruitment and retention goals;
- Supports the development of student affairs professionals and staff;
- Supervises Student Affairs Administration Graduate Assistants (GA) and coordination of GA selection process for all campus positions.

Qualifications:

- The successful candidate is required to have an advanced degree; earned doctorate preferred.
- At least five years of progressive leadership and administrative experience in a student-facing function.
- Experience supervising and managing people.
- Demonstrated budgetary and financial acumen.
- Understanding of and commitment to undergraduate, residential, liberal arts education.
- Demonstrated commitment to collaborative teamwork with a talented staff and engaged students, and using equity-driven leadership approaches.
- Demonstrated success in community building with an ethnically, culturally and economically diverse student body.
- Proven partnerships with faculty and academic affairs colleagues.
- Demonstrated collaborative approaches in partnering with units outside of student affairs.
- Demonstrated ability to effectively assess programs and services.
- Excellent communication skills, including effective writing and public speaking.
- Ability to exercise discretion and respond to changing priorities and crisis situations.

To Apply

Confidential review of applications will begin immediately and continue until the position is filled; parties who apply by **August 15th** will be given first consideration. To apply online, go to <https://theapplicantmanager.com/jobs?pos=su113> . Please submit a PDF version of your resume, letter of interest and a separate, 1-page diversity statement upon application. The diversity statement should outline your experiences with diversity, equity and inclusion. Those experiences can include, but are not limited to, the following: lived experience as a member of an underrepresented group; experience living and meaningfully interacting with individuals with a variety of identities; and professional development or other training in diversity, equity and inclusion. If your experiences are different from those listed and you have a commitment to diversity, equity and inclusion, please explain how you will manifest that commitment in this position.

All applications and nominations will be held in confidence.

For nominations or further information:

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The College explicitly acknowledges and affirms its conviction that diversity with respect to race, ethnicity, national origin, socio-economic background, religious orientation or spirituality, physical or sensory disability, gender, and sexual orientation on the Lewis & Clark campus provides an educational benefit for all students that can be realized only if students and education professionals from diverse backgrounds are present in significant numbers within our learning community. In creating and sustaining such a community, we engage, to the extent possible, in practices that will ensure a high degree of diversity on our campus, simultaneously meeting the highest standards of academic excellence of which we are capable.



Summit Search Solutions, Inc. is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Based in Asheville, NC, Summit has a team of experienced recruiting consultants in strategic locations across the country including Oregon, California, Arizona, New York and North Carolina.



Portland, Oregon

Whether you see Portland, Oregon, as a small town with a big-city feel or a big city that feels like a small town, it is a cool place to live. Located on the banks of the Willamette River only 90 minutes from snow-capped peaks and the Pacific Ocean, you might not realize Portland's bustling downtown and waterfront are the heart of a metropolitan region with more than 2 million people. Twelve bridges span a wide elbow of the Willamette River, connecting the east and west sides of town. Throughout the metro area are thriving neighborhoods filled with restaurants, record shops, bars, funky clothing stores, antique malls and art galleries. Portland also has an abundance of movie theaters, new and used bookstores (including Powell's, the largest bookstore west of the Mississippi), coffee shops and clubs.

Art lovers can enjoy the Portland Art Museum, the Oregon Historical Society, a performing arts complex and a concert hall. For the sports-minded, the Portland area has its own NBA team (the Trail Blazers) and a major league soccer team (the Timbers) as well as minor-league baseball and hockey teams. Outdoorsy types love Forest Park, the largest city park in the nation, with 5,000 acres of hiking and biking trails, a zoo, public gardens and beautiful old-growth woods. And all of this is connected by one of the world's leading public transportation systems, a combination of buses, streetcars, and light-rail trains, making the entire metro area only a couple stops away.

If you like day trips, a short drive in any direction will lead you to some of the most breathtaking scenery in the world: mountains, seashore, river gorge and desert.

Oregon is the second most popular state to move to with 61% inbound migration. Portland is attracting both older individuals and young people with its mix of economic growth, cutting edge urban planning and scenic landscape. (*Forbes*)

For more information on Portland, Oregon:

Travel Portland: <http://www.travelportland.com/things-to-do/>

Portland Business Alliance: <http://portlandalliance.com/>

Portland Parks and Recreation: <https://www.portlandoregon.gov/parks/35300>

City of Portland: <https://www.portlandoregon.gov/>

On clear days, the Cascade Range volcanoes, Mount Hood and Mount St. Helens loom on the Portland horizon. Both snowcapped peaks are just a short drive from the city.

Stretching above 11,000 feet, Mount Hood is Oregon's highest point. It's a downhill and cross-country skiers' paradise and summer training home for the US Olympic ski team with its year-round snow. During the spring and summer, campers pitch their tents on glassy mountain lakes along the Pacific Crest Trail.

If it's ocean you're looking for, the Oregon Coast is a year-round playground for adventure-seekers and beachcombers alike. Along the scenic coast Highway 101 you'll find quaint beach towns and wind-wracked headlands hundreds of feet above the crashing Pacific, and miles of un-peopled beach, all of which is accessible to the public by law. Wild flowers grow atop massive cliffs, and eons of wind and angry waves have carved giant boulders into caves and lovely cathedral-esque hollows. Bring your wetsuit and surf or sea kayak among the sea lions instead of the crowds.