



Position Profile

Provost

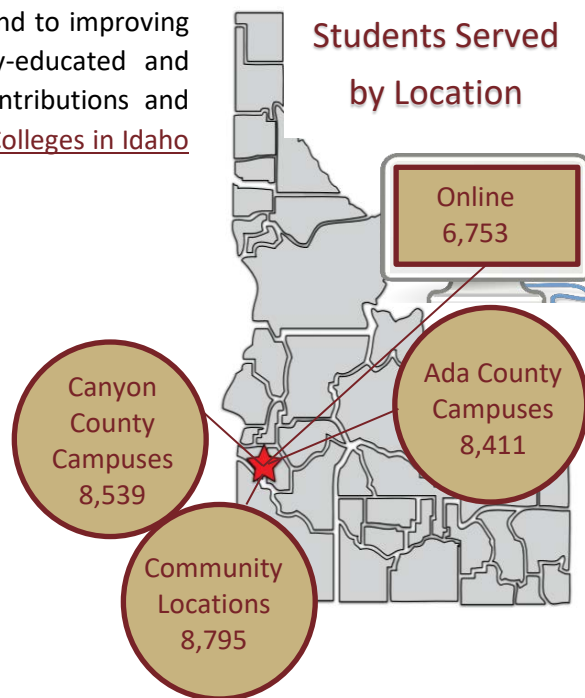
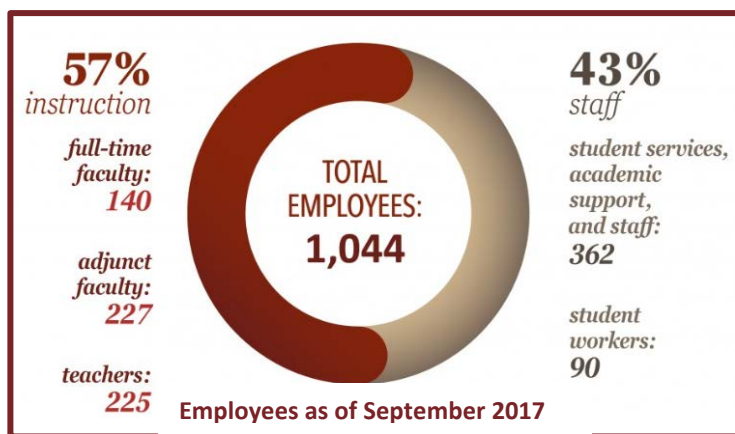
October 2018

In partnership with Summit Search Solutions, Inc.



ABOUT COLLEGE OF WESTERN IDAHO

The College of Western Idaho (CWI) is located in the vibrant and active Southwest Idaho area; it's not only Idaho's largest community college, but it is also one of the fastest growing colleges in the nation serving over 30,000 students. CWI is a comprehensive community college fostering student development academically, as well as occupationally. CWI offers a full range of academic and career-technical courses leading to an Associate of Arts, Science, or Applied Science degrees; technical degrees; and targeted workforce skill certificates. CWI also offers basic skills education, ESL and GED preparation. dual credit for high school students, and fast-track career training for working professionals. Students can choose from day, evening, and weekend classes offered at a variety of campus locations throughout western Idaho or online. Created by a supermajority of voters in Ada and Canyon counties on May 22, 2007, CWI is the only public community college dedicated to serving western Idaho and to improving the community's economic well-being by responding with highly-educated and productive graduates. A [new study](#) highlights CWI's significant contributions and economic impact on the region and ranks as [Best Online Community Colleges in Idaho for 2018](#). To learn more about CWI, please visit: <https://cwidaho.cc/>



Facts at a glance: <https://cwidaho.cc/info/facts-glance>

Strategic plan: <http://cwidaho.cc/sites/default/files/imce/PDF/planning/16-strategicplansum-web.pdf>

Accreditation: The College of Western Idaho was granted accreditation by the Northwest Commission on Colleges and Universities (NWCCU) in 2016.

Location: Rimmed by the Boise foothills to the north and the Owyhee range to the southwest, CWI is located in the Treasure Valley, Southwest Idaho's economic and cultural hub. As Idaho's center of business, government, arts, and entertainment, the Treasure Valley has been recognized nationally as a great place to live, work, and receive an education. CWI provides services throughout the Treasure Valley, it's main campus situated in Nampa and a center in Boise.



THE OPPORTUNITY

Provost

Primary Purpose

The College of Western Idaho (CWI) seeks an innovative and experienced business-minded leader with a passion for student success for the position of Provost. The Provost oversees the Deans of six schools, Extended Instruction, the Assistant Vice President of Enrollment and Student Services and the Assistant Vice President of Economic Development. The Provost works collaboratively with all divisions of the college, high schools, and local industry and businesses to meet a range of challenges. The Provost will provide leadership on such key issues as developing a distance learning strategy, promoting student outcomes assessment, enhancing a learning-centered focus in organizational structures and processes, encouraging systems thinking in solving problems, and exploring alternative instructional delivery methods to meet the varied needs of today's technologically sophisticated learners. The Provost will also provide instructional leadership in establishing objectives and plans for the development of new instructional and workforce programs/services in accordance with defined approval guidelines and budgets.

Under the direction of the President, the Provost serves as a member of the CWI's President's Cabinet and is responsible for the overall vision and direction of all instructional programs and services. The office of instruction's primary focus is to achieve affordable access and student success while demonstrating strong financial accountability in all aspects of operations. With the potential of transitioning to outcome-based funding, the Provost will aggressively address the increased financial accountability challenges by incorporating AGILE management strategies to assure the success of goals and objectives.

Essential Functions:

- Leads and directs college-wide processes for curriculum development and review; new program development, including feasibility studies to assess program need and market demand; the assessment of student learning outcomes; faculty development; and supplemental instruction.
- Finds new innovative pathways for students to move efficiently and effectively through coursework and programs in a more cost-effective and time sensitive manner while continuing to meet the requirements of the NWCCU, Idaho State Board of Education, business and industry, and Idaho State Career and Technical Education.
- Develops and maintains an outcome based operation that anticipates and responds to potential issues and implements a plan of action to address the issues.
- Critically analyzes and utilizes data related to instructional accountability and planning.
- Assesses outcomes and data as part of the annual planning cycle and resource allocation systems.
- Coordinates and supervises all aspects of the instructional, enrollment, and student services operating budget and makes recommendations for fiscal allocations to accomplish the college mission.
- Develops, implements, and maintains short- and long-term college educational master planning and strategic enrollment management processes.
- Analyzes financial and student achievement data, and prepares and/or oversees preparation of clear and concise reports as required.

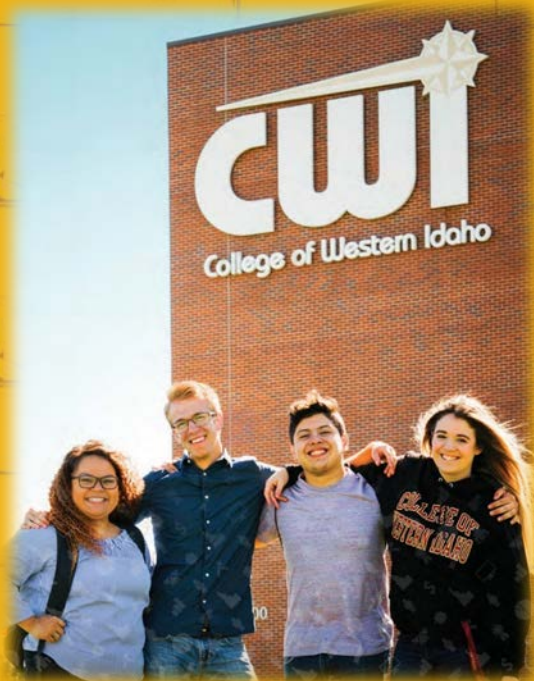
- Uses data analytics to inform and update stakeholders on progress toward enrollment, retention and student success goals. Regularly conducts internal audits to test and improve all related business processes and systems.
- Uses data to make informed recommendations and decisions, monitors and tracks operations, student and programmatic outcomes, and curriculum.

Qualifications:

- Master’s degree from an accredited college or university required.
- Significant executive experience with some portion managing educational programs including career technical education, workforce development, and/or general education/transfer programs.
- Financial acumen; experience managing budgets.
- Ability to understand and drive both student learning and business outcomes including setting, communicating, and attaining goals.
- Community college experience beneficial.
- Teaching experience preferred.
- Strong understanding of industry partnerships and workforce development programs.
- Experience with curriculum development, program development, and assessment.
- Experience launching new and innovative courses and programs preferred.

Skills, Abilities, and Traits:

- Savvy change agent; able to align team members with College’s priorities.
- Ability to communicate at all levels of the College and to serve as an effective link between administration and faculty.
- Exceptionally strong interpersonal skills.
- A strong desire to implement innovative teaching and learning strategies.
- A capable leader able to articulate and implement the strategic vision for instruction.
- Ability to represent the college to a variety of external stakeholders; able to build relationships with employers, regulatory agencies, and accreditors.
- Courageous, confident, and genuine; a curious learner who seeks to understand.
- An enthusiastic champion of the student experience.



WHY CONSIDER THE OPPORTUNITY

- Serve as a key leader in a growing, innovative institution serving a diverse student population.
- Opportunity to establish policies, practices, and priorities that lead to student success and community impact.
- Live in a vibrant, growing part of the country.
- Excellent benefits including generous retirement package.
- Opportunity to join a community of dedicated, student-focused faculty and staff.

PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled; parties who apply by **November 25th** will be given first consideration. Please submit a PDF version of your resume and cover letter outlining your interest in and suitability for this position. To apply online, go to <https://theapplicantmanager.com/jobs?pos=su127>.

For nominations or further information:

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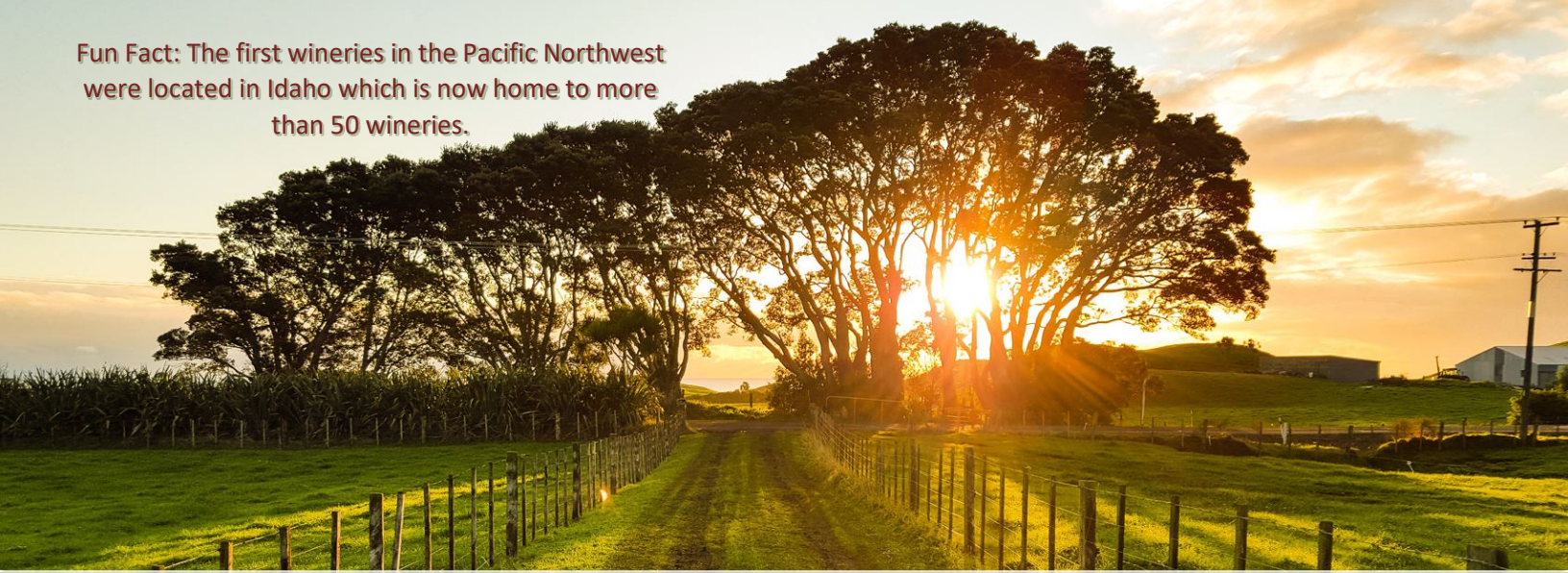
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The College of Western Idaho is committed to providing equal employment opportunity for all persons without regard to race, color, religion, sex, age, national origin, disability, veteran status, gender identity, sexual orientation, or any other applicable legally protected status. Qualified veterans will receive preference in accordance with state and federal laws and regulations. Persons needing accommodations during the application process may contact Human Resources at 208.562.3287 or hr@cwidaho.cc.



[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 Arizona, California, New York, North Carolina, and Oregon.

Fun Fact: The first wineries in the Pacific Northwest were located in Idaho which is now home to more than 50 wineries.



NAMPA, BOISE, AND SOUTHWEST IDAHO

Treasure Valley, a treasure chest of resources and opportunities in **Southwest Idaho**, offers a phenomenal lifestyle in the picturesque mountain ranges, thick forests and invigorating rivers of Western United States. Located at the convergence of six rivers as they drain into the Snake River, Treasure Valley is ripe with stunning viewpoints and some of the best opportunities for adventure in the country. Explore undisturbed lands, take in gorgeous sights, breathe crisp mountain air and truly indulge in the great outdoors in the region. Whether it's the vibrant cultural and recreational opportunities or the friendly people, low cost of living, and four-season climate – the Treasure Valley affords a quality of life that rivals virtually any other place in the nation.

Nampa is located in the valley and enjoys a mild climate year-round with 210 sunny days on average. In Nampa you can do more than live and work, you will thrive in an environment rich in endless natural beauty, local history, culture, and economic well-being. From excellent health care facilities to cultural institutions, vibrant public spaces to nature and recreational opportunities - Nampa has the key factors for a great quality of life. Located just minutes from Boise, Nampa brings metropolitan amenities together with a relaxed pace of life and a true sense of community spirit. Nampa also offers the finest in small-city charm with big-time fun. Historic downtown Nampa is anchored by Library Square, a walkable, preserved historic area home to the Train Depot Museum, Wall Street Plaza, Lloyd's Square Park, Nampa Public Library, the Nampa Farmer's Market, restaurants, art galleries, one-of-a-kind shops, and live entertainment venues.

Boise is located just 20 miles away from Nampa and has been listed as #23 in Best Places to Live by [U.S. News and World Report](#) within the United States and one of the 50 Best Places to Retire 2018 by [Kiplinger](#). It is truly a city dedicated to sustaining the harmony between nature and culture. Nicknamed the "City of Trees," Boise is the state's largest and the capital city which is culturally rich and has recreational opportunities galore, friendly down-to-earth people, beautiful scenery, mild climate, good jobs, affordable cost of living, and a quality of life that can't be beat.



To learn more about Nampa, Boise and Southwest Idaho:

Southwest Idaho: <https://www.visitsouthwestidaho.org/>

Nampa Economic Development: <http://id-nampa.civicplus.com/1018/Relocate>

Nampa Chamber of Commerce: <http://www.nampa.com/things-to-do>

City of Boise: <https://www.cityofboise.org/>