



DOMINICA STATE COLLEGE NOTICE OF VACANCY **PRESIDENT**

The Board of Governors of the Dominica State College seeks nominations and applications from exceptional College leaders for consideration as candidates for the position of **President**.

JOB SUMMARY

The President will provide visionary leadership for DSC's future. The ideal candidate will enhance the visibility of the College both regionally and globally, generate resources, develop strategies to attract students to various programs with a strategic enrollment program, and be an advocate for faculty excellence and staff success.

The Board of Governors seeks an individual with a record of proven leadership skills combined with a passionate commitment to developing a modern comprehensive College and the ability to plan and allocate college resources to meet the institution's stated goals during a period of dynamic change. The ideal candidate will be an innovative and proven leader, who provides strong institutional stewardship, champions student success programs, and enhances faculty excellence and staff success.

JOB DESCRIPTION

The President shall be the Principal Executive Officer of the College and Professional Advisor to the Board, reporting to the Board of Governors. More specifically, the President shall carry out the following duties and responsibilities:

- Formulate a plan for the organization of the College, which he/she shall present to the Board for its consideration and subsequent approval as the Board deems fit
- Formulate and articulate a vision of the College's future that addresses the evolving social, economic, and political forces that affect its mission and campus priorities, in which teaching, learning, student access, and student success are central to the College's mission
- Implement the policies of the Board
- Provide leadership in college efforts to increase the diversity of faculty and staff to address student opportunity gaps and create a welcoming and inclusive work and educational environment
- Assist and promote the growth and success of a diverse population of students and employees by developing an intercultural competent, and equity-minded management and leadership culture
- Maintain and build upon the excellence of the College's academic, career technical education, and student services programs
- Provide support for staff development, curriculum, and technological innovation
- Provide leadership within the context of participatory governance to the campus planning bodies, develop strategies for implementing the goals envisioned by the Board of Governors, and be responsible for an ongoing evaluation of progress towards these goals

- Provide strong student-centered leadership by addressing institutional barriers and creating a welcoming, inclusive and engaging environment that provides multiple pathways to success for all students at the College
- Establish relationships and work constructively with government, civic, educational, and business/industry groups
- Direct the development, preparation, and implementation of the college budget; prepare recommendations as appropriate regarding budget allocations
- Provide resources and guidance for facilitating the development of systems and structures that assist students in successfully navigating guided pathways for completion and lifelong learning
- Provide strong leadership and guidance with a focus on advancing and maintaining educational quality, access, and student success during and after natural or other disasters/crises. This will include building back enrollments and outreach efforts and adjusting instructional and support services delivery modalities to meet the needs of students and communities served by the College
- Oversee the planning, construction, and utilization of college facilities
- Actively seek grants and scholarships for the development of the institution
- Guide the College through the process of evaluating its effectiveness with an emphasis on academic quality and meeting workplace demands
- Consult with government and accreditation agencies to ensure the institution's conformance with applicable accreditation standards
- and conduct appropriate fundraising activities.

DESIRABLE QUALIFICATIONS

- Possession of an earned doctorate, Ed.D. or Ph.D., from an internationally recognized and accredited institution
- Minimum five years of experience as a senior administrator at an institution of Higher Education
- Prior experience in approaching work and interactions with colleagues and students in an equity-minded manner
- Ability to provide an inclusive and welcoming work/educational environment
- Teaching experience, preferably with a demonstrated understanding of the importance of a culturally relevant curriculum at the higher education level
- Familiarity and expertise with Commonwealth Countries or Caribbean high schools and Colleges' operations, values, and history are preferred

SKILLS

- Demonstrates achievement in promoting student enrollment, engagement, success, equity, and retention
- Focuses on serving the whole student and facilitates the development of systems and structures that assist students in successfully reaching their academic goals
- Demonstrates ability in working and developing partnerships with organizations, such as government agencies, foundations, financial, civic, and cultural entities, including the pursuit of philanthropic and grant funding opportunities

- Technology savvy; understands and appreciates the use and application of technology in higher education
- Effectively navigates the complexities of higher education policy, legal and accreditation environments

DESIRABLE CHARACTERISTICS

LEADERSHIP

- Demonstrates personal/professional ethics and integrity in all behavior and relationships with a strong sense of transparency, fairness, and equity in all decision-making
- Understands the importance of interpersonal relationships and management skills to create a student-centered institution
- Makes difficult or unpopular decisions when needed to advance the institution's priorities
- Promotes consensus building in an open, approachable management style that is inclusive, collaborative, and enthusiastic
- Creates an innovative vision for the campus in response to a dynamic environment
- Inspires the entire College community around a compelling vision for the future
- Demonstrates familiarity with the higher education governance model of commonwealth countries, including the Caribbean

ORGANIZATIONAL CULTURE

- Exhibits a thorough understanding of and commitment to the mission of the Dominica State College

- Takes a long-term view and builds a shared vision with others that is understood at all levels of the organization and acts as a catalyst for organizational change
- Inspires others to translate vision into action
- Fosters a just, equitable, inclusive, and welcoming environment to support employees' well-being and professional growth
- Demonstrates commitment to academic, artistic, and cultural freedom
- Creates a culture that encourages exploring new possibilities and innovative approaches that have significant potential to advance the College

ACCOUNTABILITY AND GOVERNANCE

- Understands the College president's role within the organizational structure of a multi-college district
- Engages in creative, innovative discourse with district and College leadership
- Demonstrates experience, understanding, and ability to work collegially in a participatory governance setting and collective bargaining environment
- Supports strategic goals and data-informed objectives to achieve accountability and efficient stewardship of the institution's resources (operational, financial, and human) in a manner consistent with system-wide objectives and initiatives

INTERPERSONAL AND COMMUNICATION SKILLS

- Establishes relationships and works as a team member with college and district constituency groups
- Exhibits outstanding communication skills (oral and written), including presenting complex ideas and issues in a clear, concise manner
- Listens attentively and seeks to understand others. Willing to accept and consider differing viewpoints
- Effective management style with a style that instills confidence and trust and has the impact of calming difficult or unexpected situations
- Supports employee well-being and is committed to advocating for all employees in the essential elements of the career, financial, physical, social, and community through staff development and mentoring

SALARY AND BENEFITS

Salary is negotiable.

Benefits include:

- housing
- travel
- entertainment

APPLICATION REQUIREMENTS

Interested applicants should provide:

- a cover letter of interest
- a curriculum vitae

Finalists will be required to provide a transcript of their university degrees achieved.

APPLICATION DEADLINE

Applications should be emailed to **chairman@dsc.edu.dm** by **August 15, 2022**

ADDITIONAL NOTES

- The Search Committee will begin reviewing candidate credentials and applications on **August 16, 2022**.
- In addition to the interview by the search committee, the finalists will be required to participate in a controlled, COVID-19 safe, open campus meeting with selected staff and faculty.
- The final appointment is subject to a background check and approval by the Ministry of Education.

ABOUT THE DOMINICA STATE COLLEGE

Dominica State College (DSC) is the National Liberal Arts College in Dominica, located in the Caribbean. It is the only National Public Higher Education Institution in the country. The College prides itself on delivering quality education in a student-centered environment. It offers thirty-one majors in Arts, Sciences, and Technical Education and is chartered to offer Associate and Bachelor's degrees.

In the future, the College plans to offer increased Bachelor's degrees and enhance its technical education to provide a national workforce ready and trained to participate in building the first Climate Resilient Country in the world.

The College was established in 2002 and has since graduated six thousand nine hundred and sixty-two (6,962) students from all over Dominica and the region. The student population is approximately one thousand nine hundred and twelve (1,912) students.