

Position Information	
TITLE	President, Woodland Community College
JOB CATEGORY	Management
POSITION #	N/A
LOCATION	Multiple
JOB DESCRIPTION	<p>Woodland Community College (WCC) is seeking an equity-minded, dynamic, collaborative, and innovative leader to serve as College President. The College President will be responsible for providing effective leadership and administrative management for all instructional, student services, and administrative operations at the College.</p> <p>BASIC FUNCTION:</p> <p>The College President reports to the Chancellor and is a member of the Chancellor’s Executive Team. The President serves as the campus chief executive officer and assures that the College is administered in accordance with the policies adopted by the Board of Trustees, the regulations of the State of California, and the relevant requirements of the federal government. The President provides overall leadership and administrative authority for all aspects of the campus programs, including instructional and student services; supervision and evaluation of all staff; planning and budgeting; technology; outreach, public relations, fundraising; as well as coordination with its sister College and District Services as delegated by the Chancellor.</p> <p>COMMUNITY SERVED:</p> <p>Woodland Community College (WCC) is proud of its status as a Hispanic Serving Institution (HSI) and serves our local communities in Yolo, Lake, Colusa, and Glenn Counties. The College, across its three campuses in Woodland, Clearlake, and Williams, serves over 3,000 students annually in multiple associate and certificated programs. WCC prides itself on an innovative, student-centered faculty and partnerships with school districts, four-year colleges, and businesses in its broad, rural service area.</p> <p>As part of the Yuba Community College District (YCCD), WCC serves as the primary means for addressing regional education, economic, and workforce development needs in its service area. Statistics show that more than half of the student population in the WCC service area live at or below poverty level. The President of Woodland Community College will lead the College to answer these student needs by focusing on Guided Pathways and transfer to four-year institutions, Certificate completion, Career Technical Education (CTE) unit completion, and regional living wage attainment. The WCC President will also guide the College in aligning college goals with the YCCD governing Board’s Student Success Goals to: increase by at least 20 percent the number of students annually who acquire associate’s degrees, credentials, certificates, or specific skill sets that prepare them for in-demand jobs; increase by at least 35 percent the number of students transferring annually to a UC or CSU; and increase by 76 percent the percentage of CTE students who report being employed in their field of study.</p> <p>Woodland, California is a city of 60,000 in the heart of Yolo County, about 15 miles northwest of Sacramento. The college is surrounded with rich agricultural farmland and is one of the largest crop production areas in the state. The area is an excellent choice for quality of life with close proximity to the Sierra Nevada for outdoor recreation, a burgeoning farm-to-fork movement, and access to Napa Valley wine country and the metropolitan areas of Sacramento and the San Francisco Bay Area.</p>

JOB DUTIES

ESSENTIAL DEMONSTRATED LEADERSHIP COMPETENCIES:

Deep Commitment to Diversity, Equity, Inclusion, and Anti-racism

The College President will collaborate with College and District personnel to develop strategies for hiring and retaining high quality employees, especially from under-represented groups. The College President will address gaps in student outcomes, develop opportunities for disproportionately impacted groups, and mobilize the College to improve results.

Deep Commitment to Student Access and Success

Under the direction of the Chancellor, the College President is responsible for improving the quality of life and economic well-being of our citizens and communities by improving access to a quality-learning environment and fostering high levels of success for all students.

Team Building

The College President and his/her team will foster among faculty, staff, and administrators a culture of innovation and effective implementation driving towards common goals of improving student access and success.

Willingness to Take Significant Risks to Advance Student Success

Under the direction of the Chancellor, the College President will identify identifying gaps in student success and identify new resources and reallocate existing resources for the College to improve results.

Establishes a Sense of Urgency

The College President will work to establish and maintain among leaders, faculty, administrators, and staff a healthy sense of urgency and motivation to improve student access and success.

Ability to Create Lasting Change within the College

Under the direction of the Chancellor, the College President will have strong strategic ability to plan for change in ways that ensure broad buy-in and action that significantly improves student access and success; and will be committed to collaborative activities addressing the identified gaps in student outcomes based on factors such as race, ethnicity, and gender, and then collaborate with college stakeholders to improve results.

Strategic Vision for the College and Its Students, Reflected in External Partnerships

Under the direction of the Chancellor, the College President will collaborate with other departments to pave the way for ongoing student access and success by forging partnerships with outside entities, including community-based organizations and employers.

Results-oriented

The College President will develop and ensure effective implementation, routine assessment of progress and data-informed improvement to build a culture of inquiry and evidence to support a results-oriented approach across the District.

Effective Communicator

The College President will have strong interpersonal and public speaking abilities that support effectively communicating and listening, strategically communicating in ways that foster strong relationships, developing shared priorities, and inspiring trust and action.

Raise and Allocate Resources in Ways Aligned to Student Success

Under the direction of the Chancellor, the College President will collaborate with other Student Services departments, developing resources to achieve significantly improved student outcomes by implementing well-designed institutional changes at scale, and ensuring they are embedded for the long term.

Entrepreneurship

The College President will work to identify and raise resources that support strategies for improving student access and success.

Leading Beyond College Boundaries

The College President will reach beyond the district to guide the College to achieve broader aims for student success by establishing and strengthening partnerships with the communities served and with local and regional businesses and industries. In addition, the President will be expected to provide leadership for district-wide programs or initiatives.

Crisis Management

The College President will collaborate with College personnel, District personnel, and the community to manage and recover from crises (e.g., COVID-19, wildfires, other natural disasters).

DESCRIPTION OF RESPONSIBILITIES WILL INCLUDE BUT NOT BE LIMITED TO THE FOLLOWING:

- Serves as the College's Chief Executive Officer, overseeing the overall administration and management of the College. Serves as a member of the Chancellor's Executive Team.
- Keeps the Chancellor and Board of Trustees fully informed of important College matters.
- Prepares all recommendations/resolutions concerning the College and submits them to the Chancellor with final approval, subject to Board of Trustees approval.
- Recommends personnel decisions for the College to the District, subject to the confirmation of the Board of Trustees.
- Recommends the organizational structure of the College to the Chancellor, subject to confirmation of the Board of Trustees.
- Provides leadership for the planning and development of instructional and student services programs; fiscal management; human resource management; technology; facilities; and community and government relations.
- Provides leadership for institutional planning including development of the vision, mission statement, Educational Master Plan, facilities plan, Strategic Plan, and budget. Establishes College goals in keeping with Board priorities.
- Requests fiscal allocations from the District for the operational budget, staffing, and capital outlay project needs of the College. Advises the District of all possible sources of funds that might be available to implement present or contemplated District programs.

- Provides overall leadership for the College's accreditation process.
- Promotes equity, diversity, and inclusion in all aspects of the College community.
- Encourages and supports the value of staff development. Oversees the timely evaluation of all employees in accordance with California Law and Board Policy.
- Ensures compliance with applicable laws, policies, and regulations, including the timely filing of required reports, stays informed of laws that affect the College, anticipating how changes might impact the College.
- Supports and promotes collegial consultation and participatory decision-making with employee groups within their respective roles as outlined in Board Policy and Administrative Procedures.
- Serves as liaison between the College and the Chancellor with respect to employer-employee relation matters.
- Demonstrates commitment to Economic Development of the College's service area.
- Represents the College to the community, promoting positive relationships and open communication with all constituencies; establishes and maintains strong working relationships with local schools, professional organizations, cultural groups, and businesses; develops a public relations program for the service area.
- Represents the College to appropriate local, state, and federal agencies, exerting influence on Community College policy development; provides for continued membership in relevant associations; participates in local, regional, state, and national organizations for professional development.
- Represents the College on District-wide committees and project teams, as well as to community groups, professional organizations, other colleges, and K-12 schools.
- Assists in the continued development and maintenance of the College's and/or District's educational planning, program review and accreditation processes and works to assure articulation between educational planning goals and objectives and those of other College and District organizational units.
- Demonstrates sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students.
- Performs other duties as assigned by the Chancellor.

**MINIMUM
QUALS
(REQUIRED)**

- Possession of a master’s degree;
- Three years of administrative experience in higher education; and
- Demonstrated sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff.

**DESIRED/
PREFERRED
QUALS**

- Possession of a doctorate from an accredited institution.
- Five years of executive-level leadership experience in increasingly complex positions in higher education and demonstrated experiencing in championing equity, diversity, inclusion, and anti-racism are strongly preferred.
- Demonstrated commitment to excellence in teaching and student success.
- Embraces diversity, equity, inclusion, and anti-racism in all its forms as a college-wide value.
- Experience working in a culturally diverse workplace, including experience and success working with Spanish speaking populations.
- Experience working in a multi-college district.
- Demonstrated cultural competence and a demonstrated commitment to building equity-focused practices into student support programs of an academic institution.
- Experience with State and Federal Law and other regulations governing education.
- Successful experience working with disadvantaged and/or marginalized communities.
- Experience with fundraising and resource development
- Experience in creating consortiums and partnerships.
- Experience in public speaking
- Knowledge of national and state initiatives (e.g., Student Equity, College Promise, Strong Workforce Programs, Guided Pathways, Online Education Initiative, and Adult Education).

<p>PHYSICAL DEMANDS</p>	<ul style="list-style-type: none"> • Perform duties in a typical office environment. • Hearing and speaking to exchange information and make presentations. • See to read a variety of materials. • Dexterity of hands and fingers to operate a computer keyboard. • Sitting for extended periods of time. • Lifting light objects. • Alternatively, ability to perform all essential functions with or without reasonable accommodation.
<p>Special Conditions for Eligibility</p>	<p>FOREIGN TRANSCRIPTS</p> <p>Include a U.S. evaluation and translation. Contact the Human Resources website for a list of agencies providing foreign transcript services.</p> <p>EQUAL EMPLOYMENT</p> <p>Yuba Community College District is an Equal Employment Opportunity Employer</p>
<p>FLSA</p>	<p>Exempt</p>
<p>Range/Step</p>	<p>Range 50, Management Salary Schedule</p>
<p>Salary</p>	<p>\$172,922-210,868 /YEAR</p>
<p>Benefits Information</p>	<p>The District offers a comprehensive benefits package for employees and dependents, valued at over \$24,273 annually with currently no out-of-pocket expenses to employees or dependents for monthly premiums. The package includes health, dental, vision, two (2) life insurance policies and an Employee Assistance program. Additional benefits include contributions to the State Teacher’s Retirement System (STRS) or the Public Employees Retirement System (PERS), 457/403b options, 12 sick days, 22 vacation days, 223 days/12-month contract.</p>
<p>EEO Statement</p>	<p>As an equal opportunity employer with a diverse staff and student population, the Yuba Community College District is committed to creating an inclusive and effective learning and working environments for all.</p>