

Minnesota State
RIDGEWATER COLLEGE
Vice President of Finance & Operations
Vacancy Notice

Posting Date: May 2, 2022
Position: Vice President of Finance & Operations
Classification: MnSCU Excluded Administrator – Range 8
PCN#: 00798576
Salary Range: \$98,500 - \$137,500
Effective Date: August 2022

RESPONSIBILITIES:

The Vice President of Finance and Operations provides vision, leadership, and strategic direction for all budgeting, financial planning, fiscal operations, facilities, financial aid, auxiliary enterprises, risk management, safety/security programs and oversight of capital construction. This position serves as the Financial Officer for the College, serves on the Executive Committee and reports directly to the College President. As a senior leader of the College and a member of the Executive Committee, this position provides critical input to the President on key issues and opportunities related to financial and facilities operations.

This role requires a commitment to shared goals with the College President and with the College's Executive team, as well as the ability to establish and maintain productive collegial and professional working relationships with the internal and external community. This senior level administrator position supports a two-campus operation to help promote excellence in teaching and learning through a continuous improvement process focused on institutional planning, resource allocation, and other administrative functions, including operational and strategic planning and facility initiatives.

The individual in this position is expected to be a trusted advisor whose empathy is demonstrated through inclusiveness and service to others and active principles of ethics, integrity and caring for others. Consistent with the College's vision, mission, and guiding principles, this leader will demonstrate a strong commitment to the value of diversity among students and staff, as well as sensitivity to and understanding of the diverse backgrounds of Ridgewater College staff and students. The individual in this position is also expected to work collaboratively with employees, supervisors, and administration to create a strong sense of fiscal accountability across the College and build an atmosphere of trust and respect in which all can succeed.

A detailed position description can be obtained from the Human Resource Office.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in a relevant field
- Five years of relevant professional experience-
- Demonstrated experience in leadership, management, supervision, communication, and interpersonal relations.
- Experience interpreting and applying federal and state legislation, regulations and state, system, and institutional policies.
- Demonstrated commitment to diversity, equity and Inclusion.
- Demonstrated experience working collaboratively with a broad and diverse range of colleagues and constituents.
- Demonstrated effective written and verbal communication skills.
- High degree of computer literacy, including proficiency and demonstrated ability to use technology to develop business process efficiencies.

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PREFERRED QUALIFICATIONS:

- Advanced degree in a related field.
- Experience working in a collective bargaining environment.
- Experience in public sector accounting, finance or business management.
- Experience in higher education, preferably with a public two-year institution.
- Experience in strategic planning, project management, and change management.

Leadership Competencies

- Leader of Self: Understands self and others. Acts with integrity.
- Leader as Relationship builder: Values diversity. Communicates effectively. Builds trust.
- Leader as Manager: Demonstrates customer service. Builds organizational talent. Demonstrates good stewardship.
- Leader as Innovator: Articulates vision and mission. Builds organizational capacity to meet future challenges.
- Demonstrates effective decision-making.
- Leader of Diversity, Equity & Inclusion: Possesses racial equity and anti-racism mindset. Understands cultural proficiency. Possesses transformational values. Serves as an equity advocate.

Application Procedure:

- Please apply online at <https://ridgewater.peopleadmin.com/postings/1621>

Applicants must include:

- Online Employment Application
- Resume
- Letter of Interest addressing the position qualifications
- Provide a diversity statement addressing past experiences and activities, and also future plans to advance diversity, equity, and inclusion.
- Unofficial copy of college transcripts (official copy will be required upon hire)
- A list of three professional references with contact information

ONLINE APPLICATIONS WILL BE ACCEPTED UNTIL POSITION IS FILLED

Applications received by 11:59 pm on Sunday May 22 will receive priority review.

For information please contact Jane Bohlson jane.bohlson@ridgewater.edu or 320-222-6075.

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RIDGEWATER COLLEGE INSTITUTION INFORMATION:

EQUITY STATEMENT: Ridgewater College is committed to providing welcoming and inclusive campuses that value and respect the unique experiences, needs and contributions of individuals and groups from every background and identity to ensure that each student, employee and community member has a genuine opportunity for participation and success.

VISION: Ridgewater College is a student-centered educational leader focused on innovation, excellence and affordability.

MISSION: Ridgewater College empowers diverse learners to reach their full potential and enrich their lives through personalized and relevant education in an accessible, supportive, and inclusive environment.

GUIDING PRINCIPLES:

- Enterprising - We are future-focused, and change-oriented, developing creative solutions to challenges that maximize our institutional, system and local resources.
- Empowerment – We develop and empower employees to make decisions to best serve students and stakeholders.
- Excellence – We strive to exceed expectations in all that we do.
- Diversity, Equity, and Inclusion – We seek to understand and appreciate the needs and experiences of every individual and actively work to provide genuine opportunities for everyone to succeed and participate in college activities and processes.
- Trust and Respect – We are committed to developing a culture based in processes and behavior that create trust and respect among all stakeholders.
- Collaboration – We connect and work together to achieve common goals while respecting needs and interests of stakeholders.
- Curiosity and Creativity – We constantly strive to understand, learn, change, and improve.
- Accountability – As individuals and groups, we willingly accept and take ownership of our successes and failures.

Ridgewater College is a community and technical college with campuses in Willmar and Hutchinson, MN. For information visit www.ridgewater.edu

RIDGEWATER'S COMMITMENT TO EQUITY AND INCLUSION:

<https://www.ridgewater.edu/about/mission-vision-guiding-principles/>

DIVERSITY AND EQUITY PLAN:

<https://www.ridgewater.edu/about/college-governance/diversity-equity/>

NOTICE: In accordance with the Minnesota State Colleges and Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to MnSCU's vehicle use criteria and consent to a Motor Vehicle Records check.

NOTICE: Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law.

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As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

The employee should demonstrate a knowledge of and interest in diverse cultures and populations.

All applicants must be able to lawfully accept employment in the United States at the time of employment. For TTY, call Minnesota Relay Service at 7-1-1- or 1-800-627-3529.

Ridgewater College is an Equal Employment Opportunity Employer

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A Member of HERC Higher Education Recruitment Consortium www.uppermidwestherc.org