



# POSITION ANNOUNCEMENT CHANCELLOR

In accordance with the provisions of Alabama Act 2015-125 (Ala. Code § 16-60-111.1), the Alabama Community College System Board of Trustees (the “Board”) invites applications for the position of Chancellor of the Alabama Community College System. The Chancellor assists the Board in carrying out its authority and responsibility for the community and technical colleges. The Chancellor serves as the Chief Executive Officer of the Alabama Community College System. The Chancellor serves at the pleasure of the Board and performs such duties as are provided in Alabama law or otherwise as are assigned by the Board.

## **Specific Duties and Responsibilities**

The Chancellor shall:

1. Execute and enforce the rules and regulations of the Board governing the community and technical colleges.
2. Interpret the rules and regulations of the Board concerning the community and technical colleges.
3. Administer the office of the Chancellor and appoint to positions of employment such professional, clerical, and other assistants, including specialists and consultants, on a full- or part-time basis as may be needed to assist the Chancellor in performing the duties of the office of the Chancellor.
4. Have the authority to take any and all actions necessary and proper to administer policies, rules, and regulations of the Board in carrying out its responsibility for the management and operation of the community and technical colleges.
5. Prepare, or cause to be prepared, an annual report to the Board on the activities of the Alabama Community College System.
6. Prepare, or cause to be prepared, and submit for approval by the Board such budgets as may be required by the Department of Finance or other duly authorized body.
7. Prepare, or cause to be prepared, and submit for approval and adoption by the Board such legislative measures as are in the Chancellor’s opinion needed for the further development and improvement of the community and technical colleges.
8. Develop the proposed agenda and supporting materials for meetings of the Board of Trustees.
9. Keep the members of the Board of Trustees informed of all matters pertaining to the two-year college system.
10. Represent the Board of Trustees and the system on postsecondary education matters with the Governor; the Governor’s office; the Legislature; state, regional, national, and federal agencies and organizations; various associations and interest groups in the system; and the public at large.
11. Develop and implement fiscal and program systems of accountability.
12. Coordinate the planning and determination of statewide priorities and goals in cooperation with the Board and perform such other responsibilities as assigned by the Board.

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#### **Qualifications**

The Chancellor shall be a person of good moral character with academic and professional education equivalent to graduation from a regionally accredited university or college, who is knowledgeable in postsecondary institution administration, and has training and experience sufficient to qualify him or her to perform the duties of the office.

#### **Preferred Professional Experience**

The Chancellor shall have the ability to understand, articulate, and promote the philosophy and mission of two-year institutions to internal and external constituents, including members of the Alabama Legislature, elected and appointed local, state, and regional leaders. The Chancellor must have demonstrated successful leadership and teamwork and have an ability to effectively communicate with system and community leaders.

#### **Compensation**

Salary is negotiable and shall be determined by the Board. The Board may enter into a contract with the Chancellor for his or her services for a period not to exceed four years.

#### **Board Personnel Committee**

The Board's three-member Personnel Committee will administer the Chancellor selection process and make recommendations to the full Board.

#### **Application Procedure**

The Personnel Committee requires the submission of a current résumé or vitae; and the names and contact information (including telephone numbers) of three references. In order to be considered by the Personnel Committee, all résumés or vitae shall be submitted on or before the close of business on **March 13, 2017**. E-mailed and/or faxed résumés or vitae will **NOT** be accepted. The résumé or vitae shall be submitted to the address set forth below.

**Alabama Community College System  
Personnel Committee  
P. O. Box 1014  
Decatur, Alabama 35602**

**Any general questions or requests for information are required to be submitted via e-mail to the following: [info@horizonpointconsulting.com](mailto:info@horizonpointconsulting.com).**