

Associate Vice President for Finance and Administration
Western State College of Colorado, Department: Finance and Administration
Gunnison, Colorado
mkaiser@western.edu

For more information or to apply;
Telephone: 970-943-2186, Fax: 970-943-2277

Date Available: January 26, 2010

<http://www.western.edu>

Western State College of Colorado seeks applicants for the position of Associate Vice President for Finance and Administration to begin spring 2010. Western is a residential, four-year public undergraduate college with limited graduate programs and an enrollment of 2,200 students who come from across Colorado and all 50 states. The college is located in Gunnison, Colorado, a rural community 200 miles southwest of Denver. At an elevation of 7,700 feet in the southern Rocky Mountains, the Gunnison Valley provides significant year-round outdoor recreational opportunities. Employees have chosen Western because of the quality of life combined with rewarding careers. To learn more about Western, please visit our website at <http://www.western.edu>.

Description

Responsibilities: The Associate Vice President for Finance and Administration (AVPFA) is responsible for assisting the Vice President for Finance and Administration (VPFA) in managing the daily operations and strategic planning of the college's administrative areas. Primarily, this includes responsibility for all aspects of facility project development and management, as well as direct supervision over the director of facility services/operations, the bookstore manager and the mail center manager. The AVPFA will assist in the development and implementation of campus sustainability initiatives, particularly as they relate to energy efficiency and the sustainable design and construction of campus facilities. The AVPFA is responsible for coordinating effective communication and collaboration between campus constituents and project architects, engineers, and the general contractor as well as making occasional presentations to legislative committees and the Board of Trustees.

Requirements

Qualifications: A bachelor's degree is required, masters preferred. The successful candidate will possess excellent oral and written communication and organizational skills and an ability to make decisions in a collaborative environment. In addition, 3 years experience in public administration, construction management or other related field is required and 5 years experience in public administration, construction management or other related field is preferred. A candidate who possesses demonstrated leadership skills and an understanding of environmental stewardship for facilities is preferred.

Education

A bachelor's degree is required, masters preferred. The successful candidate will possess excellent oral and written communication and organizational skills and an ability to make decisions in a collaborative environment.

Experience

The successful candidate will possess excellent oral and written communication and organizational skills and an ability to make decisions in a collaborative environment. In addition, 3 years experience in public administration, construction management or other related field is required and 5 years experience in public administration, construction management or other related field is preferred. A candidate who possesses demonstrated leadership skills and an understanding of environmental stewardship for facilities is preferred.

Filing Deadline: February 25, 2010