

LAKELAND

COMMUNITY COLLEGE

Lakeland Community College invites applications and nominations for the new position of Associate Provost for Enrollment Management.

Lakeland Community College

Established in 1967, Lakeland Community College is the first and only college in Ohio founded by a vote of the people.

Lakeland's mission is to provide quality learning opportunities to meet the social and economic needs of the community.

The college's core purpose is "to impact lives through learning," and that objective is achieved by our commitment to six core values:

1. Excellence – Ensuring high quality services and learning opportunities through assessment for continuous improvement.
2. Accessibility – serving as a center of learning for all people by removing barriers, strengthening relationships, and maintaining affordability.
3. Diversity – fostering civility by respecting and celebrating differences among individuals and communities.
4. Integrity – committing to high standards of personal and professional behavior within a culture of honesty and trust.
5. Innovation – empowering learners and communities to be creative and versatile in their thinking and performance.
6. Joy – creating diverse and vibrant learning communities that inspire lifelong learning



Accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, Lakeland has graduated more than 25,000 students over the course of more

than 40 years. The College is a member institution of the Academic Quality Improvement Program (AQIP).



Lakeland Community College serves approximately 13,000 credit students annually on the main campus in Kirtland and off-site locations in Willowick and Madison. Lakeland's student-to-faculty ratio is 18:1. Professors offer real-world experience and often assist students in internship and job placement.

Lakeland offers more than 150 degree and certificate programs to prepare students for a high-demand career or transfer to a four-year university. The college offers five associate degrees: the Associate of Arts, the Associate of Science, the Associate of Applied Business, the Associate of Applied Science, and the Associate of Technical Studies.

Lakeland offers three main types of programming: transfer programs comprising the first two years of a traditional four-year university curriculum, technical programs that prepare students for employment at paraprofessional levels, and non-credit programs that strive to meet

the needs of the college's service district through workforce development and cultural and personal enrichment offerings. The college welcomes students of all ages, from 11th grade Post Secondary Enrollment Students, who are dually enrolled in high school courses while completing college work at Lakeland, to senior citizens who explore the unlimited potential of lifelong educational endeavors.

In fall 2011, Lakeland opened the Holden University Center, a state-of-the-art facility where students are provided convenient access to complete a bachelor's or graduate degree from a variety of leading colleges and universities, all close to home. Serving approximately 300 students in its inaugural semester, the Holden University Center currently offers 12 bachelor degree programs and one graduate degree program from six university partners. Additional partners and programs are being planned.

Lakeland's reputation in the community makes the college a resource upon which area employers rely when filling internships and jobs. In fact, 97% of Lakeland graduates live or work in Lake County and the surrounding area. Lakeland was recently successful in the passage of two back-to-back general election county property tax levies, further demonstrating the support of the community. This type of levy support also evidences the College's fiscal stability.

NORTHEAST OHIO

Conveniently located on 400 wooded acres in Kirtland, OH, Lakeland is only 30 minutes east of downtown Cleveland.

The region offers unsurpassed educational and world-class medical facilities, regional and national centers for the arts, first-class entertainment and professional sports. The area is surrounded by an extensive array of scenic parks, situated within a few miles of beautiful Lake Erie, one of the largest fresh water lakes in the world.

Northeast Ohio has a cost-of-living well below that of other major metropolitan areas across the country. Residents in Northeast Ohio enjoy affordable housing, easily accessible roads and transportation services, and an unparalleled quality of life.



Northeast Ohio boasts some of the most famous and prestigious performing, art, and historical institutions in the world including the Cleveland Orchestra, the Cleveland Museum of Art, the National Inventor's Hall of Fame, and the Rock and Roll Hall of Fame and Museum. It is home to the Cleveland Clinic and University Hospitals Health System. In addition, there are three major league sports teams, the new Greater Cleveland Aquarium, and the Cleveland Medical Mart and Convention Center slated to open in 2013.

Associate Provost for Enrollment Management

Responsibilities (Supervises Direct Reports in Each Area):

- Admissions and Registration
- Financial Aid
- Articulation and Transfer - responsible for maintaining Ohio Transfer Modules (OTM), Transfer Assurance Guide (TAG), Career Technical Assurance Guide (CTAG), Articulation Transfer Clearinghouse



(electronic transcript exchange), Transfer Center, University Partnership articulations, and articulation agreements with other universities

- Weekend College/Accelerated Learning – expand programming, implement and administer Weekend College/Accelerated Learning
- One-Stop- coordinate various student services functions, answer student inquiries, plan for academic program information sessions
- Counseling (traditional advising and counseling functions), Services for Students with Disabilities.

Knowledge, Skills, and Abilities

*Knowledge of community college administrative procedures and practices; college curricula and instructional programs; data-informed decision-making; management and leadership principles

*Demonstrated skills in collaborative leadership; oral and written communications; planning; budgeting

*Ability to relate effectively to the college community; represent the college; apply applicable federal laws and regulations; administer college policies, procedures, and labor contract requirements

Qualifications

Required: Master's Degree

Preferred:

1) Doctorate Degree, or work towards; 2) Evidence of a collaborative leadership style, creativity, and innovation; 3) Administrative experience in a community college in a position with responsibility for a service or function associated with enrollment management.

NOMINATION AND APPLICATION PROCESS

Nominations and applications will be received until the position is filled but, in order to receive full consideration, candidates are encouraged to submit their materials by February 10, 2012.

Lakeland Community College is being assisted in this search by Academic Search, Inc. Nominators or prospective candidates may direct confidential inquiries or questions to Senior Consultants Dr. Tom Fitch at rtf@academic-search.com or Dr. John McGuire at jmm@academic-search.com.

Application materials should consist of a curriculum vitae, a cover letter addressing required and preferred qualifications, and a list of five references, none of whom will be contacted without the explicit permission of the candidate. All application materials must be submitted electronically to Laura Barnard and Mary Ann Blakeley Co-Chairs, Academic Leadership Search Committee at LCCAPEM@academic-search.com.

Lakeland Community College is an Equal Employment Opportunity employer.