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## Employment Opportunity

**PRESIDENT AND CEO  
COMMUNITY COLLEGE LEADERSHIP DEVELOPMENT INITIATIVES  
And  
COMMUNITY COLLEGE LEADERSHIP DEVELOPMENT INITIATIVES FOUNDATION  
At the  
School of Leadership and Education Sciences,  
University of San Diego**

Due to the retirement of the current President/CEO, the CCLDIF Board announces its search and hopes to fill the position starting July 1, 2008. The Community College Leadership Development Initiatives is an independent non-profit 501c(3) organization located at The University of San Diego (USD) in the School of Leadership and Education Sciences. USD is an independent, Catholic university committed to a value-centered, liberal arts education. Located on 180 acres overlooking San Diego's Mission Bay, USD enrolls over 7,000 undergraduate and graduate students in five colleges and schools (Arts & Sciences, Business Administration and Engineering, Leadership and Education Sciences, Law, and Nursing and Health Science). The University provides a nurturing environment and a modern educational facility to CCLDI. The two organizations are mutually supportive and have a productive relationship.

**Responsibilities:** The Community College Leadership Development Initiatives (CCLDI) provides leadership development and training for current and future leaders of community colleges in California, Hawaii, and Western Pacific. CCLDI seeks a President/CEO to provide vision, senior leadership, management, and oversight of the CCLDI's operations and activities. The President/CEO will implement, execute, and enhance the CCLDI's mission, goals, and key activities which include such activities as organizing and implementing the CCLDI Summer Leadership Academy; launching Policy Seminars on critical and current issues facing Community Colleges and coordinating a Doctoral Fellows Program. . It is the role of the CEO of the Community College Leadership Development Initiatives Foundation (CCLDIF) to work closely with the Board to ensure that CCLDI programming is regularly adjusted to align with changing needs. The President/CEO is responsible for improving the work and operations of the CCLDI's key activities and programs, as well as marketing efforts, forging partnership opportunities, and seeking fundraising opportunities and grants for the CCLDI. The President/CEO will provide leadership and supervision for the day-to-day operations of the CCLDI office, including supervising office personnel and graduate students and serve as the CCLDI's liaison with all internal and external partners.

**Qualifications:** The successful candidate must hold an earned doctorate from a regionally accredited institution with a minimum of 8-10 years of substantive managerial and leadership experience in a community college setting or have demonstrated substantive familiarity and expertise relevant to community colleges and community college learning and leadership. The Board will consider all those with appropriate successful and respected experience in upper level administrative positions. The

candidate must have proven management experience in effectively directing people, executing projects, and successful completion of required deliverables. Additionally, the candidate must possess solid skills in evaluating, prioritizing work, and handling multiple tasks simultaneously. Strong interpersonal, organizational, verbal and written communication skills are essential. The candidate must have the ability to forge strong working relationships with a diverse group of organizations including foundations. Finally the candidate must have strong computer skills (QuickBooks Pro, Microsoft Word, Excel, PowerPoint, and database experience preferred) and be experienced in writing grants proposals and reports.

**Workload and compensation:** Salary and benefits are negotiable based upon experience and availability. Position may range from a minimum of 50 per cent to full-time. In preparing a letter of interest, the candidate should address a preferred position percentage and the type of support staff needed. (i.e., Indicate a specific model of support from the following: (1) 50-60 percent President/CEO and a professional assistant; (2) full-time President/CEO and an administrative assistant with a graduate assistant, or (3) another preferred model)

**A letter of interest should be sent ASAP to Dr. Bill Scroggins, Board Chairman, CCLDIF, c/o CCLDI, School of Leadership and Education Sciences, University of San Diego, 5998 Alcalá Park, San Diego, CA 92110. For additional information on the application process, please call the CCLDI office at 619-260-7605.**

**Closing Date for completed applications: close of business, Friday, May 16, 2008.**