POSITION SPECIFICATION

President

New River Community College

Overview

The Virginia Community College System provides programs and courses of instruction through the associate degree level, including career/technical education, college transfer education, general education and workforce development. With 23 colleges located on 40 campuses throughout the state, Virginia’s community colleges provide access to high quality higher educational opportunities and workforce training for over 225,000 credit students and nearly 175,000 non-credit students annually. The Virginia Community College System aims to become a model institution for diversity and invites multicultural professionals from all backgrounds to contribute to its aspiration for building an inclusive community where everyone is given equal opportunity to reach their full potential.

New River Community College (NRCC) has received attention and acclaim for its programs and services in a number of areas and has been featured in several prominent publications, and has won a number of national awards. Its reputation for excellence is underpinned by a caring and supportive faculty and staff who have a genuine interest in each student’s success. The College
serves the residents of Virginia’s New River Valley, consisting of Floyd, Giles, Montgomery and Pulaski Counties, and the City of Radford. The NRCC campus is located in Dublin with a significant instructional site located at the New River Valley Mall in Christiansburg.

The college evolved from a technical school established in 1959 into a comprehensive community college founded in 1969. NRCC had a headcount enrollment of 4,477 in Fall 2015, with a Fall FTE enrollment of 2,707. Annualized headcount enrollment for 2015-2016 was 6,605.

With the retirement of Dr. Jack Lewis after 17 years of outstanding service as president, NRCC is seeking its next president. The college seeks an accomplished, goal-oriented, and visionary leader. The local college board and college community have identified several areas for potential emphasis including, the college culture, programs and student success, professional acumen, and partnerships. These can be addressed as follows:

College Culture

a) fostering and supporting the college’s long-standing culture based on a sense of community, oneness, and mutual respect, as well as the emphasis on creativity and innovation in support of teaching and student learning;

Programs and Students Success

b) insuring that the necessary academic, workforce training, and credentialing programs and activities are in place to sustain the college’s enrollment base, including continued growth in online learning;
c) providing leadership and support for the institution’s recently expanded student success initiatives;

Professional Acumen

d) offering strong leadership in strategic planning, financial management, and the able use of technology to advance college goals
Partnerships

e) maintaining or strengthening articulation agreements with four-year institutions as well as partnerships with area public schools and other entities
f) maintaining positive relations with community and governmental leaders and with other external constituencies.

Faculty and Staff

The students of New River Community College are served by a faculty consisting of 50 full-time and 123 adjunct faculty. Approximately 52 percent of instruction is delivered by full-time faculty. The college is also served by 24 administrative faculty (administrators), 128 full-time classified staff, and 190 part-time staff members.

Campus Culture

While something as nebulous as an organization’s culture may be difficult to assess in any objective fashion, it bears noting that the college’s positive and welcoming culture is a frequent point of discussion at NRCC. College faculty, staff and administrators, as well as visitors, frequently point to an overwhelming sense of teamwork, mutual respect and joint commitment among members of the college family. Words such as upbeat, progressive and innovative have frequently been used by those from outside and inside the college community.

Students and Student Life

The college’s students are an average age of 23 years old, with 33 percent enrolled in college transfer programs and 67 percent enrolled in CTE programs. In 2015-2016, the percentage of enrollments from geographic areas were: 40.5 from Montgomery County, 17.2 from Pulaski County, 8.7 from Radford, 8.7 from Giles County, 5.7 from Floyd County and 19.2 from outside
the region. In fall 2015, 38 percent of students received some form of financial aid. The college’s student body is 15.6 percent minority. The institutions to which NRCC students transfer most frequently are Virginia Tech, Radford University, Old Dominion University and James Madison University.

Resources available to students include the following: academic advisement, disability services, new student orientation, career services, financial aid, testing center, distance education, tutoring, student activities and clubs, transfer assistance, veterans affairs, Advanced Learners Program, Accountability in Student Learning, fitness center, and transitional programs for adults. The college recognizes 21 active student clubs and organizations, including the international honor society Phi Theta Kappa and the national business fraternity Phi Beta Lambda, as well as several club sport teams.

New River Community College has been designated one of the 2017 Military Friendly Schools® for its service to veterans and their families.

**Academic Programs**

As a comprehensive community college, NRCC offers learning opportunities in college-readiness, personal enrichment, career and technical fields and preparation for transfer to baccalaureate study. NRCC offers 33 associate degree programs, two diploma programs, eight
certificate programs and 28 career studies certificate programs. Approximately 30 percent of instruction at the college is delivered through distance education.

**Workforce Development**

NRCC’s workforce development programs foster economic growth and development by helping provide an appropriately trained workforce for the New River Valley and the Commonwealth. Services include credentialing, a wide range of training opportunities, skills upgrading and career development programs, retraining, pre-employment testing and state-of-the-art technology instruction. The Office of Workforce Development develops customized training programs to meet the specific needs of employers, and offers open enrollment courses for the general public in areas ranging from pharmacy technology to supervisory skills. The college also offers courses to help with industry and trades license renewal, as well as courses to prepare for Microsoft Office Specialist certification.

**Learning Resources**

The college’s learning resources department provides services and materials to students, faculty and staff, as well as the citizens, businesses and industries of the New River Valley. Students and researchers have access to a library collection of 35,000 books and periodicals, over 48,000 e-books and 15,000 media and streaming videos. Library users may also search an extensive collection of research databases which provide access to millions of full-text articles from the latest journals, magazines, newspapers and reports through VIVA, the Virtual Library of Virginia.
Budget and Finance
NRCC is financially sound with an annual budget of approximately $22 million for the 2016-2017 fiscal year. Predominant sources of income are student tuition and state appropriations. Approximately 40 percent of the budget comes from the state and the other 60 percent comes from tuition and fees.

Facilities
The college is located on a 100-acre site at the intersection of U.S. Routes 11 and 100 in Dublin. NRCC’s facilities include four buildings on campus totaling 210,639 square feet and leased facilities at the New River Valley Mall in Christiansburg that opened in 2007. That site was expanded in 2016 and now totals 37,500 square feet. In addition to the Dublin and Christiansburg locations, the college makes use of public schools, industrial plants and other facilities off campus to provide instruction that is closer to the people served by the college.

Community
NRCC is located in the beautiful scenic New River Valley, between the Blue Ridge and Appalachian mountains. There are numerous opportunities for those who enjoy outdoor activities, such as hiking along the Blue Ridge Parkway and the Appalachian Trail, enjoying the New River and Claytor Lake State Park, and the campgrounds and parks in the area. The presence of Virginia Tech and Radford University add to the region’s cultural opportunities.

Foundation
The New River Community College Educational Foundation was established in 1980. It is a nonprofit corporation that secures voluntary support and manages funds solely for the benefit of NRCC. The Foundation assists NRCC in a variety of ways, including endowment and distribution of scholarship funds, the purchase of equipment and furnishings, and the financial support of academic and community enrichment programs. The 25-member foundation board of directors represents Floyd, Giles, Montgomery and Pulaski Counties and the City of Radford. Current assets exceed $12 million.

In 2015 the foundation initiated the ACCE program, Access to Community College Education, at NRCC with Giles County. ACCE is a public/private partnership that makes college available tuition-free to high school graduates from participating localities by covering the cost of tuition for two years. The locality designates a dollar amount that is matched by donations from local industries and private sponsors. Other localities are now in the process of joining this initiative.

**Accreditation**

NRCC, as part of the Virginia Community College System, is approved by the State Board for Community Colleges and by the Virginia Community College System. The associate degree curricula of the college have also been approved by the State Council of Higher Education for Virginia. The college is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools.

**Reporting Relationships**
The president of the college reports to the chancellor of the Virginia Community College System and is also advised by a local college board. The president’s staff includes three vice presidents: Finance and Technology, Workforce Development and External Relations, and Instruction and Student Services; dean of Student Services; director of Institutional Effectiveness and Research; executive director, NRCC Educational Foundation; the portion of a split position covering emergency services; and an administrative assistant.

**Qualifications for President**

Qualified candidates must hold an earned doctorate and demonstrate successful senior executive experience at the highest levels in an academic setting. Previous experience must include significant responsibility for programs, budgets, personnel, facilities and other appropriate administrative duties. The candidate must have proven leadership abilities along with excellent communication and interpersonal skills. He or she must have an understanding and clear commitment to educational excellence, student success, technological innovation in education, diversity, and a background of demonstrated support for regional economic development and workforce training and credentialing. Candidates must have a demonstrated ability to work with public leaders, multiple governmental bodies and the community at large.