



Vice President for Administration and Finance

Indiana University of Pennsylvania, a comprehensive, doctoral institution, and a member of the Pennsylvania State System of Higher Education, seeks a transparent, collaborative, and innovative leader to serve as the next **Vice President for Administration and Finance**.

The Position: Reporting to the President, the Vice President is responsible for the university's fiscal health and operations. Supervising seven direct reports, 305 staff within the division, and working closely with leadership across the university, the Vice President also provides oversight and allocation of over \$252 million in unrestricted and auxiliary funds and \$40.4 million in restricted funds. The university includes approximately 1,700 employees, 1,275 of which are represented by unions. The university's main, 354-acre campus located in Indiana, Pennsylvania includes 75 major buildings. The Vice President will lead fiscal affairs, facilities management, human resources, public safety, and purchasing, and provide leadership in the development, implementation, and continual evaluation of the university's long-range campus plan. As a key officer of the university, the Vice President serves as a member of the President's Cabinet and works closely with the Council of Trustees, Pennsylvania State System of Higher Education members and leadership, state and local officials, and affiliate organizations. The Vice President develops capital funding requests; manages the campus deferred maintenance plan of approximately \$4 million annually; and oversees multi-million-dollar real estate matters including negotiation and transactions. The Vice President will continue campus development, including completion of a new, state-of-the-art science building that is currently underway.

The Institution: Since opening its doors in 1875, Indiana University of Pennsylvania has used innovative programs and hands-on learning opportunities to transform student lives and positively impact the world. With more than 140 undergraduate majors and 60 graduate programs, IUP offers its more than 11,000 students many pioneering programs, including the country's first minor in teamwork and in-demand majors such as safety sciences, a strong array of STEM fields, and homeland security. In the public phase of its \$75 million Imagine Unlimited comprehensive campaign, IUP recently garnered the largest gift in university and State System history--a \$23 million commitment from an alumni couple. The campaign is more than 80 percent to goal. In 2019, IUP opened its University College, which allows first-year students to begin their studies by learning about their many options for majors before they ultimately choose one. The university also offers opportunities such as the Research Experiences for Summer Scholars program, in which undergraduate students do graduate-level research with a faculty member throughout the summer and then present their findings to their peers. IUP has two regional locations, in Punxsutawney and Northpointe (Freeport), Pennsylvania, a graduate and professional center near Pittsburgh, and it also offers professional training at its police academy and its Academy of Culinary Arts. There are also unique learning opportunities for students at the Indiana campus in the prestigious Cook Honors College, which challenges its students to think critically about the world around them. IUP offered its first doctoral degree in 1965 and today stands as the only university in Pennsylvania's State System of Higher Education to offer PhD programs. IUP's more than 150,000 alumni are spread across the globe, in more than 90 countries. To learn more about the university, please visit <https://www.iup.edu>.

Qualifications: The successful candidate will have significant and progressively responsible senior-level administrative experience in higher education or a similarly complex organization. The next Vice President will be a visionary leader who can think strategically; possesses excellent budgeting, planning, forecasting, and collaboration skills; and has an ability to facilitate change successfully and transparently. The Vice President must demonstrate a strong grasp of the strategic challenges and opportunities in both the division of Administration and Finance, as well as the university and public higher education. The Vice President will have a demonstrated history of sound financial management and a commitment to innovation and team building. A demonstrated ability to lead and communicate in a highly effective manner with campus constituents as well as individuals and organizations outside of the university is vital. The next VPAF will be able to effectively represent the university at the system and state levels, as needed. Preferred characteristics include knowledge of financial, economic, and political trends within higher education; a positive outlook combined with a student-centric mentality; experience with or knowledge of collective bargaining environments; and experience with research and sponsorship funding management. Bachelor's degree required; advanced degree preferred. A full prospectus about the university and the position can be found at <http://www.rpainc.org/post/IUPVPAFprospectus.pdf>.

Location: Indiana, Pennsylvania is located in the foothills of the Allegheny Mountains. Home to approximately 13,000 residents, Indiana maintains a vibrant downtown area featuring a variety of restaurants and shops. Many families choose to live in Indiana because of its affordability, strong schools, sense of community, and recreation opportunities. Experiencing four distinct seasons, the region offers numerous, year-round outdoor activities, including golfing, hiking, camping, fishing, hunting, kayaking, photography, skiing, and sightseeing. The area is home to an expansive 64-mile rails-to-trails system, historic buildings, wineries, breweries, Amish communities, and the birthplace of actor Jimmy Stewart. Indiana is one hour east of Pittsburgh and four hours from Washington DC.

Application: Interested candidates should submit only a cover letter and resume to RPA Inc. at IUPAdminFinance@rpainc.org. For a confidential discussion about this opportunity or to make a nomination, please contact Kendra Mozug, Search Consultant, or Dana John Cohick, President by phone at 570-321-6111 or by email at IUPAdminFinance@rpainc.org. The review of candidates will begin on September 9, 2019.

IUP is a member of the Pennsylvania State System of Higher Education and is an equal opportunity employer committed to excellence through diversity and through providing equal employment to minorities, females, veterans, and disabled individuals.



www.rpainc.org