



HARFORD

COMMUNITY COLLEGE

Vice President for Finance and Administration

Harford Community College in Bel Air, Maryland, seeks a collaborative, student-centered leader to serve as the College's next **Vice President for Finance and Administration (VPFA)**. The Vice President will forge strategic and collaborative partnerships across all divisions of the institution and will play a key role in ensuring that the College demonstrates excellence in its service to students and all college constituents.

The Institution: Since its founding in 1957, Harford Community College has served as the anchor institution for higher education in Harford County, Maryland. Harford is a vibrant, open-access institution offering more than 140 affordable degree, certificate, and career and workforce programs to more than 6,300 full- and part-time students, as well as community education courses to nearly 6,000 students a year. Harford provides the tools and platforms for students to discover who and what they want to be and to see their aspirations develop into realities. The College promotes economic growth in Harford County by helping students increase their employability, supplying trained workers to county businesses and industries, employing more than 1,000 faculty and staff, and purchasing local goods and services.

Harford's main campus is located on 352 beautiful acres near the vibrant town of Bel Air, and it also offers workforce and entrepreneurial training programs at its Edgewood site. For fiscal year 2023, Harford is operating under a balanced budget of \$56,010,000; the College currently has an unrestricted fund balance of \$44,526,835, including a \$3,395,146 fund balance for auxiliary enterprises. The Harford Foundation, which directs fundraising and alumni outreach efforts, reached \$18.3 million dollars in net assets in fiscal year 2022. Harford has established important strategic partnerships with numerous area businesses and institutions, including the U.S. Army's Aberdeen Proving Ground, which is the largest employer in Harford County. The College also enjoys an excellent relationship with Harford County Public Schools (HCPS), offering dual-enrollment opportunities to high school students and enrolling approximately 30% to 35% of recent HCPS graduates annually. The College and HCPS have also partnered on a joint dual enrollment effort which ensures all Harford County Public Schools students graduate with the necessary skills and experience to succeed in today's most in-demand careers. The dual enrollment program offers flexible and dynamic learning options, enabling students to explore career paths and areas of study while still in high school, with the option to continue their coursework at the College—earning an associate degree, certificate, or licensure that will transfer to a four-year institution or lead to immediate employment. This important partnership provides the structure for high school graduates to become the backbone of Harford County's workforce.

Additionally, Towson University's Northeast Extension (TUNE) is located on Harford's campus and offers transfer opportunities to students seeking bachelor's degrees via 2+2 articulation agreements in eleven in-demand fields; articulation agreements include nursing, business, and education. Harford is also part of the Achieving the Dream (ATD) consortium, a network of colleges, coaches and advisors, state policy

teams, and investors and partners, committed to helping all community college students access economic opportunities to achieve their dreams. The College is beginning its fifth year as a member of ATD and is working to operationalize its student success initiatives via its Strategic Plan. Four ATD themes have been included as objectives in the Strategic Plan: course modality and persistence, developmental course completion, onboarding, and equity. Harford Community College is accredited by the Middle States Commission on Higher Education. Its accreditation was reaffirmed in 2022, and its next self-study evaluation will be in 2029-2030. More information about the College may be found at www.harford.edu.

The Position: Reporting to the College President and serving on the President's Cabinet, the VPFA provides leadership and coordination of the Finance and Administration division, which includes Finance, Auxiliary Services (which includes Events and Conferencing, college-operated food services and bookstore), Public Safety, Facilities and Operations (including oversight of capital projects), and Procurement. The VPFA provides strategic leadership for the College in all financial areas; leads meetings with the Board's Finance and Audit Committee; maintains the College's Facilities Master Plan and oversees capital planning and development; provides oversight and review of the College and Foundation's annual financial statements; leads annual operating and capital budget processes; establishes, reviews and approves all financial procedures; ensures compliance with federal, state, and local laws and regulations; serves as a representative of the College in the community; evaluates business processes; presents budget and financial communications to county officials; develops, oversees, recommends, and monitors the College's administrative budgets; represents the College as a member of the National Association of College and University Business Officers; resolves conflicts; develops division goals and objectives; and supervises, hires, evaluates, and develops employees. Additionally, the VPFA demonstrates a student focus; a commitment to the mission, vision, values, and goals of the College; has an awareness of diverse cultural, social, and demographic differences, and has a commitment to creating an inclusive learning and working environment that promotes equity, dignity, and respect for all students, employees, and the campus community at large. The VPFA engages their colleagues in regular communication with the intent of fostering an open dialogue and healthy exchange of ideas and also participates in the life of the College by being actively engaged in College activities, events, and initiatives that drive, fulfill, and support the College's vision, mission, and values. A full position description is available at the following link: <https://www.rpainsc.org/post/HarfordCCVPFAJobDescription.pdf>

Qualifications: The next VPFA will possess significant, progressive business, finance, and/or accounting operations management experience. A master's degree in accounting, finance, business or a related field **or** a Certified Public Accountant designation is required. The successful candidate will demonstrate a commitment to the College's mission and to student success. The VPFA will also promote the values of inclusion, civility, and principled leadership. They will demonstrate a positive attitude and a sense of humor. The next VPFA will also be an excellent communicator with the ability to listen well, translate complex financial information into lay terms for an array of internal and external audiences, and articulate the College's financial vision, strengths, goals, and requirements to a diverse group of constituents.

Location: Located just 25 miles northeast of Baltimore, Bel Air and wider Harford County offer a lively and welcoming atmosphere. Residents enjoy a moderate cost of living in urban, suburban, and rural settings, as well as access to numerous attractions. As the Harford County Seat, Bel Air is centrally located and provides a combination of urban amenities and small-town charm. The town is home to the Bel Air Festival for the Arts, the Maryland State BBQ Bash, lush parks and walking trails, unique museums that illuminate the County's rich history, and a diverse array of restaurants and boutiques. Northern Harford County is a bucolic region with a distinct agricultural heritage where residents can visit farms to handpick seasonal fruit, explore vineyards and wineries, hike Rocks State Park, and attend outdoor festivals and events,

including the Fiore Wine and Jazz Festival and the Darlington Apple Festival. The County's southern edge sits along the beautiful Chesapeake Bay and is populated by waterfront communities that share a deep maritime tradition, including the historic town of Havre de Grace, which is home to the Havre de Grace Maritime Museum and Susquehanna State Park. In addition to its proximity to Baltimore, Harford County is less than two hours by car from the cities of Washington, D.C.; Philadelphia, Pennsylvania; and Wilmington, Delaware.

Application: Candidates should submit only a cover letter and résumé/CV to RPA Inc. at HarfordVPFA@rpainc.org. For a confidential discussion or to make a nomination, please contact Kira Heath, Search Manager, or Isaac Karaffa, Vice President and Senior Consultant, RPA Inc., at the email address above. The review of applications will begin on April 5, 2023, and first-round interviews will commence thereafter.

Harford Community College is committed to the principles of Affirmative Action and Equal Employment Opportunity. It is the policy of Harford Community College not to discriminate against applicants on the basis of sex, gender identity, sexual orientation, race, color, religious creed, national origin, physical or mental disability, protected veteran status, or any other characteristic protected by law with regard to any employment practices. HCC is an EEO and ADA/ADAA employer that values, embraces, and supports diversity in the College community.



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