



Vice President of Planning, Shared Services, and External Relations Southern Illinois University System

Reporting to the President of Southern Illinois University, this position serves as the lead person in the system office responsible for overseeing planning processes, streamlining overall operations and increasing efficiencies, and coordinating externally directed initiatives for the System.

Location:

Carbondale, IL

Duties and Responsibilities:

- Assist the president, other system staff, and campus management with the development, implementation, and oversight of various program and service planning functions; support administrative functioning at the campus level where necessary to meet goals.
- Coordinate and oversee programs and services as may be necessary with the System's Academic Affairs Area.
- Monitor and research national trend information on shared services operations that are both competitive and best-in-class, as well as responsive to campus needs.
- Strategically develop, implement and manage a shared services function across the full range of university operations (e.g., distance education and online courses, military and off-site programs, transfer relationships, HR, data management, etc.).
- Plan, participate, and oversee public outreach and engagement activities for the system, related to community, regional, and statewide needs and issues.
- Manage and assist with special fundraising opportunities, advancement events, and corporate and donor relationships as appropriate to the President's Office.
- Perform other duties and responsibilities as assigned by the president related to day-to-day operations and interface with university faculty and staff for the completion thereof.

Minimum Qualifications:

- Earned doctorate from a regionally accredited higher education institution.

- At least five years of work experience as a higher education administrator at the level of dean or above at a regionally accredited higher education institution.
- Demonstrated experiences in program development and improvement relating to at least three of the following areas: distance and online education; community college and school district relationships; human resources; regional outreach, engagement, and service delivery; fundraising and advancement efforts.

Preferred Qualifications:

College or university teaching experience in a regionally accredited higher education institution.

Relevant experiences or training in a business, industrial, or corporate setting.

Starting Salary:

Commensurate with education and experience required for a system-level senior administrative appointment.

Desired Start Date:

Upon approval by the Southern Illinois University Board of Trustees.

Applications and nominations will be considered until February 16, 2015, or until filled. Letters of application should be accompanied by a resume' and the names and contact information of five references (to be contacted only with subsequent permission of the applicant). Please submit materials to:

President Randy J. Dunn
Southern Illinois University
Office of the President
1400 Douglas Drive, MC 6801
Carbondale, IL 62901
Fax: 618-536-3404

This is a security sensitive position. Before any offer of employment is made, the University will conduct a pre-employment background investigation, which includes a criminal background check.

SIU is an Affirmative Action/Equal Opportunity Employer of individuals with disabilities and protected veterans that strives to enhance its ability to develop a diverse faculty and staff and to increase its potential to serve a diverse student population. All applications are welcomed and encouraged and will receive consideration.