



## **Dean of Student Success**

Central Washington University invites expressions of interest, nominations and applications for the Dean of Student Success.

### **The University**

Central Washington University (CWU) is one of three state-supported comprehensive universities in Washington State. Like other regional universities, CWU began as a normal school, became a College of Education in 1937, a state college in 1961, and a comprehensive university in 1977. The University enrolls approximately 12,000 students and employs about 1,300 faculty and staff. Average class size is 25, with a faculty-student ratio of 17:1. With its robust focus on inclusivity and diversity, more than a third of first-year students were people of color in fall 2017. CWU enrolls and graduates the largest percentage of Hispanic/Latino/a students of any public baccalaureate institution in the state. The University holds regional accreditation through the Northwest Commission on Colleges and Universities.

Excellence in teaching is the core of the University's mission, and faculty engage in scholarship, invention, and creative activity to support teaching, to advance knowledge, and to provide outlets for creative expression. Externally sponsored grants and contracts funded during academic year 2016-17 totaled more than \$12.8 million. CWU faculty and alumni have received numerous honors and recognition, including national recognition for teaching in mathematics, physics, and the geological sciences. CWU's nationally recognized music department is the largest and most diverse on the West Coast.

The University has been very successful in adding and maintaining modern, state-of-the-art facilities, investing more than a quarter of a billion dollars in campus facilities over the past ten years. In recent years, campus construction and remodeling projects have included impressive science and music facilities, two large residence halls, and a new, spacious student union and recreation facility. In all, CWU's residential campus includes 56 academic and 32 auxiliary buildings on about 350 acres.

CWU plays a key role in the economic, educational and cultural vitality of the community and region, and is the largest employer in the county. The \$91-million payroll for this educated workforce supports retail, food, housing, and entertainment businesses. CWU camps, conferences, and events draw more than 50,000 people to restaurants, hotels, and retail businesses each year. In

addition, the University provides instructional and library resources for the community and partners with other educational service providers to enrich access and opportunity to education for citizens of the region. Each year more than 350 dramatic and musical performances, art and museum exhibitions, lectures, and athletic events are open to campus and community members.

### **The Community and Region**

CWU is located in historic Ellensburg, the largest city in and the county seat of Kittitas County. The city is situated in central Washington, one of the richest and most diverse agricultural regions in the world, including vibrant wine and micro-brew industries.

CWU is surrounded by remarkable natural beauty: the Cascade Mountains to the west, the Columbia River to the east, the Yakima River Canyon to the south, and national parks and recreation areas to the north.

As one of Washington's founding communities, Ellensburg's downtown is composed of beautiful brick buildings largely constructed between 1889 and 1917, and located just three blocks from the CWU campus. Weekends bring delicious local food, fresh produce, regional crafts, and eclectic entertainment downtown at the Kittitas County Farmer's Market. Over the years, Ellensburg has gained a reputation as one of the most healthful cities in the state, and has been praised for its "compact, walkable streets, where 14.3 percent of residents commute by foot, one of the highest percentages in the state." Ellensburg is home to many top arts and cultural events in Washington, including Jazz in the Valley, Buskers in the 'Burg, and Spirit of the West.

Ellensburg is located approximately 100 miles and about 2 hours away from the Seattle metropolitan area. With an estimated population of more than 3.7 million, it is the 15<sup>th</sup> largest metropolitan area in the United States. The region boasts world class arts and entertainment, cuisine, and athletics. Situated between the Puget Sound and Cascade Mountains, the region is noted for its natural beauty and offers a broad range of outdoor pursuits, from kayaking and sailing to alpine skiing, hiking, and mountain biking. Top employers either headquartered or with a large presence in the region include Microsoft, Amazon, Starbucks, Google, Boeing, Costco, and Nordstrom.

For more information about CWU and the community in Ellensburg, please visit <http://www.cwu.edu/community>

### **Position Overview**

Reporting directly to the Provost and Vice President for Academic and Student Life, the Dean of Student Success is the Chief Student Affairs Officer for the University and is responsible for providing students educationally-purposeful programs, events, services and activities that promote academic, personal, and professional growth within and beyond the classroom. The Dean provides

leadership in program planning, budget development, hiring and personnel actions, faculty/staff development, planning and development for facilities and equipment, unit operations, and responsiveness to students for unit activities.

The Dean of Student Success oversees a complex organization with multiple sites, diverse revenue streams, and with a wide variety of programs, activities, and services. The Dean is primarily supported by the Associate Dean for Student Living and the Associate Dean for Development and Achievement. Other areas reporting directly to the Dean include Student Rights and Responsibilities, Academic Success Initiatives, and the radio station (KCWU-FM 88.1, The 'Burg). Indirect areas of oversight include Residence Life and Housing, New Student Programs, Center for Leadership and Community Engagement, Student Medical and Counseling Clinic, Disability Services, Testing, Student Union, Professional Advising, Career Services, Learning Support Services, Veterans Center, Early Childhood Learning Center, Recreation, amongst others.

To learn more about Student Success at CWU, please visit:  
<http://www.cwu.edu/student-success/>

### **Areas of Responsibility**

The next Dean of Student Success will:

- Provide leadership in developing, delivering and evaluating high-quality Student Life programs in the areas of student achievement, student development and student living;
- Guide the development of funding in support of programs in the unit;
- Develop policies and procedures to guide the functions of the unit;
- Establish and supervise committees to facilitate the responsibilities of the unit;
- Administer budget allocations in support of departments and programs within the unit;
- Develop and present, in conjunction with the Associate Deans and Provost's Council, budget recommendations to the Provost;
- Plan and control the unit's expenditures within established budgetary constraints;
- Seek, in conjunction with each unit area, to enrich the academic and student life experiences in programs, research activities, and field activities;
- Resolve student grievances related to the Student Life area;
- Promote and provide leadership in planning and development within the area of Student Life;
- Oversee the implementation of culturally competent student support programs integrated into the fabric of the institution;

- Oversee academic and career advising within the university;
- Actively engage in the recruitment and hiring of new employees;
- Clearly define performance expectations, ensure accountability, and provide ongoing informal feedback, coaching, and mentoring;
- Conduct formal performance evaluations;
- Ensure employees have necessary resources;
- Oversee and direct the work of staff; serves as mentor, coach and leader, and resolves complaints or issues;
- Promote professional development opportunities;
- Engage and motivate team members and developing and fostering supportive working relationships;
- Communicate information to staff on an ongoing basis to influence staff engagement and participation as part of a larger community;
- Take corrective action in a timely manner;
- Recognize and reward employees for good performance;
- Schedule employee work hours/shifts; monitors hours worked; approve payable time and absence requests;
- Adjust leadership style as needed to achieve results;
- Recognize the value of a diverse workforce and promote initiatives in support of increasing diversity among professional staff;
- Value and encourage diverse perspectives, creativity and teamwork.

### **Qualifications**

CWU's next Dean of Student Success will be an accomplished student affairs professional and will possess exceptional leadership qualities such as integrity, dependability, optimism, flexibility, dynamism, collegiality, inclusiveness and sound judgment. The individual must be passionate about CWU's mission, vision, and the success of its students. In addition, leading candidates will possess:

#### **Minimum Qualifications**

- Experience working as an effective member of an administrative or project team;
- Successful record of progressive leadership in higher education;
- Significant experience administering student affairs/life/support programs;
- Excellent interpersonal communication, writing, and speaking skills;
- Demonstrated experience managing and motivating a diverse staff, including effective performance management;
- Demonstrated commitment to promoting diversity, equity, and inclusion across the institution;
- Evidence of the ability to create a bold vision and a commitment to continuous improvement.

### **Preferred Qualifications**

- Doctorate or appropriate terminal degree from an accredited institution;
- Experience managing a multi-site environment;
- Experience developing, reviewing, assessing, and evaluating programs;
- The ability to apply student development theories to everyday work, decision-making, policies and procedures;
- Sufficient expertise to apply evidence-based approaches and practices to the improvement of student retention, progression, and completion;
- A track-record of obtaining external funding (e.g., grant-writing, fundraising, auxiliary contracts, etc.).

### **Application Process**

The Search Committee will begin reviewing applications immediately and continue to accept applications and nominations until the position is filled. Applicants must submit: 1) A current resume or curriculum vitae and 2) a cover letter describing relevant experience and interest in the position. Nomination letters should include the name, position, address and telephone number of the nominee. All applications and nominations will be handled in confidence.

Applications and letters of nomination should be submitted by email to:



Alberto Pimentel, Managing Partner  
Navid Nakai, Senior Associate

Email: [apsearch@storbeckpimentel.com](mailto:apsearch@storbeckpimentel.com)  
Refer to code "CWU-DSS" in the subject line

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