

## West Kern Community College District (WKCCD)/Taft College **SUPERINTENDENT/PRESIDENT SEARCH**



### **THE POSITION**

The West Kern Community College District (WKCCD)/Taft College has launched a search for the next Superintendent/President. The District's Board of Trustees and the campus community seek an innovative, collaborative, and forward-thinking administrator to lead this diverse, vibrant institution. The Superintendent/President of this single college district reports directly to the Board of Trustees and is responsible for leading all aspects of the college and district including instruction and student services, institutional planning, fiscal management, fundraising, advocacy, resource development, personnel management, and facilities development.

The Superintendent/President provides dynamic leadership to the college community and support to the Board of Trustees, all focused on meeting the college educational mission, and ensures that college programs reflect a commitment to student success, access, equity, and diversity.

For more information about the position visit the Superintendent/President Search page at [www.taftcollege.edu/about/campus-leadership/president/presidential-search](http://www.taftcollege.edu/about/campus-leadership/president/presidential-search)

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### **THE DISTRICT/COLLEGE**

The West Kern Community College District (WKCCD)/Taft College is a single-college district governed by a five-member Board of Trustees. Reporting directly to the Board of Trustees, the Superintendent/President serves as the Chief Executive Officer of the District and of the College itself. The Superintendent/President is responsible for assessing, planning, organizing, and evaluating the resources, programs, and services of the District to meet the educational needs of students and the community. Over the last century, Taft College has served the educational needs of **over 1,000,000 students**. With strong leadership, Taft College offers robust academic and support services programs for its students and is consistently named as one of the top 10 California Community Colleges by its students as reported by Niche.com.

For more information about Taft College visit: <https://www.taftcollege.edu/>.

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### **MINIMUM QUALIFICATIONS**

- Master's degree from a college or university accredited by a regional accrediting agency recognized by the United States Department of Education.
- Three years of executive level administrative experience in education (executive level experience defined as a chief executive officer or as having sole responsibility for a significant operational and budgetary area of an institution) or equivalent.
- Sensitivity to and understanding of the diverse academic, socioeconomic, ethnic, cultural, disability, gender identity, and sexual orientation of community college students.
- Must be eligible to work in the United States. Non-U.S. citizens who cannot provide evidence of authorization to work in the U.S are ineligible for this position. The WKCCD does not sponsor non-U.S. citizens to work in the U.S.

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### **DESIRABLE QUALIFICATIONS**

- Doctorate degree from a college or university accredited by a regional accrediting agency recognized by the United States Department of Education.
- Five years of executive level administrative experience in higher education as defined above, preferably at the President or Vice President level or equivalent.
- Faculty experience and/or support for the roles of faculty, instruction, and student services in a higher education environment.
- Demonstrated experience with enrollment management plans, strategies for increasing student enrollment, and strategies for sustaining student enrollment.

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### **DESIRABLE QUALIFICATIONS** *(continued)*

- Demonstrated experience with accreditation standards, policies, and requirements.
- Understanding of the California Community College system and mission, educational and financial issues, the laws and regulations of California, including but not limited to: the Vision for Student Success, Guided Pathways, and Student-Centered Funding Formula.
- Demonstrated evidence of strong community involvement and leadership.
- Demonstrated experience with intercollegiate athletics.
- Demonstrated experience with on campus student housing.

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### **IDEAL CHARACTERISTICS**

- A leader who is guided by a philosophy and demonstrates practices guided by a deep commitment to the needs and success of students and the communities from which they come.
- A leader who will leverage opportunities for Taft College to lead in regional development by partnering with elected officials, business, industry, and other community partners.
- A leader who values and has demonstrated experience with diversity, equity, and inclusion in all its forms as institutional imperatives, both in achieving student access and success and in the composition of all employee groups.
- A leader who will embrace the unique nature of Taft College, its values and the strong ties to the communities and students it serves.

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### **IDEAL CHARACTERISTICS** *(continued)*

- A leader who is an effective change agent—cultivates a clear vision and focus on continuous improvement of institutional effectiveness; leads effective planning, implementation, and on-going assessment; and has the ability to motivate people to perform at their best.
- A leader who relies upon relevant management experience in effectively navigating California Community College policy, legal, and accreditation environments.
- A leader who thinks strategically, takes reasoned, creative, and appropriate risks, and incorporates data-driven assessment.
- A leader who exhibits a deep commitment to collegial consultation with all constituent groups in building strong teams, creating a unified direction for the institution, and inclusive decision making in accomplishing institutional objectives.

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### **IDEAL CHARACTERISTICS** *(continued)*

- An action- and results-oriented leader who responds to situations in a timely manner, and delegates appropriately.
- A leader who exhibits the courage and perseverance to address challenges, is deliberate in assessing conflicting perspectives, and demonstrates the ability to bring divergent views to expeditiously achieving consensus.
- An approachable leader who communicates and listens in ways that foster strong relationships, develop shared priorities, and inspire trust and action.
- A leader who will orchestrate the allocation of fiscal, human, physical, and technological resources using priorities and systems that are focused on enhancing student success and institutional effectiveness.

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### **IDEAL CHARACTERISTICS** *(continued)*

- A leader who possesses financial expertise, intelligence, and experience with college-level resource management to make sound financial decisions with an understanding of operational management, budget management, financial forecasting, financial reporting, and government accounting procedures.
- A leader with experience in supporting efforts related to environmental sustainability.
- A leader who can facilitate resource development through fundraising and grants.
- A leader who understands the California collective bargaining environment and the importance of working effectively with employee groups.

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### **COMPENSATION AND BENEFITS**

Compensation is highly competitive, based on experience, qualifications, and negotiation of an employment agreement with the Board of Trustees. The West Kern Community College District (WKCCD) offers a comprehensive fringe benefits program that includes District paid medical, dental and vision coverage for all employees and their dependents, as well as a generous vacation plan. Employees are eligible for membership in either CalPERS or CalSTRS retirement systems.

#### ***Condition of Employment***

Because of the hours and duties required of the Superintendent/President, the District shall provide, and the Superintendent/President shall accept, housing owned by the District in the City of Taft. A description of the property and other details are available at this [link](#).

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### **APPLICATION PROCESS AND PROCEDURES**

The position is open until filled. However, to ensure consideration by the first review date, application materials *must* be submitted no later than January 5, 2024. The WKCCD reserves the right to close, continue, cancel, postpone, or restart the recruitment at any time.

*Note:* Non-U.S. citizens who cannot provide evidence of authorization to work in the U.S are ineligible for this position. The WKCCD does not sponsor non-U.S. citizens to work in the U.S.

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### **APPLICATION PROCESS AND PROCEDURES** *(continued)*

#### ***Required Materials for Application:***

1. Completed WKCCD Employment found on the [Human Resources web page](#).
2. A letter of interest (*not to exceed three pages*) that provides examples from background and experience that addresses the following from this position announcement: Ideal Characteristics, Minimum Qualifications, and Desirable Qualifications.
3. A current Résumé or CV.
4. A list of eight references with email addresses and cell phone numbers for two supervisors, two subordinates (including one support staff member), two faculty, and two community members.

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### **APPLICATION PROCESS AND PROCEDURES** *(continued)*

#### ***Required Materials for Application:***

5. Complete transcripts of all lower division, upper division, and graduate level college/university coursework (unofficial is acceptable for application; official transcripts are required, if you are selected as a finalist for the position). Transcripts issued outside the United States of America require a course-by-course analysis with an equivalency statement from a certified transcript evaluation service verifying the degree equivalency to that of an accredited institution within the USA. For information on transcript evaluation services, please visit: <http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>. Transcripts become the property of the WKCCD and will not be returned to applicants.

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### **SELECTION PROCESS**

A Search Committee representing the constituencies of the District will evaluate applicants and conduct initial interviews. The Search Committee will recommend finalists to the Board of Trustees for their consideration. Candidates selected for an initial interview will be reimbursed up to \$750 for reasonable and appropriate travel expenses. Candidates invited to finalist interviews will be reimbursed for all reasonable and appropriate travel expenses, consistent with Board Policy and Procedures. Meeting minimum requirements does not guarantee an interview.

#### ***For More Information and Assistance with Applying:***

1. Call Taft College Human Resources: (661) 763-7900.
2. E-mail Taft College Human Resources: [tcjobs@taftcollege.edu](mailto:tcjobs@taftcollege.edu).

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### **CANDIDATE INQUIRIES**

Community College Search Services (CCSS) has been retained by the Board of Trustees to facilitate the search and selection process. For additional information, confidential inquiries, and nominations, please contact:

**Will Lewallen, Ph.D., Lead Search Consultant**  
**Community College Search Services**  
**[will.lewallen@ccss.solutions](mailto:will.lewallen@ccss.solutions); (831) 682-3541**

**Joan Smith, Ed.D., Search Consultant**  
**Community College Search Services**  
**[joan.smith@ccss.solutions](mailto:joan.smith@ccss.solutions); (209) 566-5421**

#### ***ADA Notice***

Applicants and nominees who believe they are covered under the Americans with Disabilities Act (ADA) and require accommodation during any part of the interview or selection process must submit a written request with documentation at least five business days prior to the date of need of the accommodation via e-mail to: Taft College Human Resources at [hdelrosario@taftcollege.edu](mailto:hdelrosario@taftcollege.edu).

An Equal Opportunity Employer. EEO/AA/Vet/Disability.

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### **EEO NON-DISCRIMINATION NOTICE**

It is the policy of the West Kern Community College District (WKCCD) to ensure that all qualified applicants for employment and employees have full and equal access to employment opportunity and are not subjected to discrimination in any program or activity of the WKCCD on the basis of actual or perceived ethnic group identification, race, color, naturalization, ancestry, religion, creed, sex (including gender-based sexual harassment), gender identity and expression, pregnancy, marital status, cancer-related medical condition of any employee, sexual orientation, age, physical or mental disability, or veteran status.

*The Board of Trustees commits the WKCCD to vigorous EEO in all aspects of its academic and classified employment programs, including recruitment, selection, assignment, retention, and promotion.*

*The WKCCD strives to achieve a workforce that reflects the diversity of the state's population and is welcoming to all persons from all other groups protected from discrimination to ensure the WKCCD provides an inclusive educational environment. Such an environment fosters cooperation, acceptance, democracy, and free expression of ideas.*