The University of Alabama
Position Description
Vice President for Student Affairs and Vice Provost for Academic Affairs

Position Summary:

The Vice President for Student Affairs and Vice Provost for Academic Affairs (VPSA/VPAA) is responsible for leading, developing, and administering a comprehensive array of programs, support services, and activities designed to maximize student learning. The VPSA/VPAA is charged with ensuring a high degree of coordination and collaboration between the Divisions of Student Affairs and Academic Affairs to ensure a transformative learning experience for The University of Alabama students.

In support and collaboration with the President’s executive team, the VPSA/VPAA advances the mission and vision of the University. The VPSA/VPAA provides executive level leadership, strategic direction, and administrative and fiscal management oversight applicable to the Division of Student Affairs units. The VPSA/VPAA reports to the President.

Responsibilities:

The responsibilities for the Vice President for Student Affairs and Vice Provost for Academic Affairs encompass the following:

- Develops strategic initiatives for areas of responsibility;
- Provides effective leadership and supervision of the Division of Student Affairs units;
- Develops and implements policies and operational procedures that support the attainment of student academic and personal goals;
- Leads fundraising/development efforts for the Division of Student Affairs.
- Represents student needs to central administration and develops and implements central administration policy as it affects students;
- Works collaboratively with deans and academic leaders to identify ways to improve quality of student programs and activities;
- Works directly with Student Government Association leaders and students at large to represent their interest;
- Assesses and provides opportunities for optimal use of technology to improve quality of student programs and activities, and job enhancement and professional development for continuing employees;
- Advises the President on matters of policy, vision, strategic planning and long-range budgeting applicable to the University’s student affairs operation;
- Maintains awareness of political activities, current and proposed legislation, changing economic and demographic environment and overall business climate affecting the
University and relates this insight to the changing needs of the University consistent with its mission; and

- Works with the executive leadership team to proactively identify and address enterprise-level risk.

The VPSA/VPAA also serves as the designated OAA Officer for all undergraduate matters including appeals, residency, curriculum and instruction

**Minimum Qualifications:**

- Doctoral degree and at least 10 years of progressive leadership experiences at a college and/or university.
- A clear vision for the role of a comprehensive public university in teaching, research, and economic development for the 21st century.
- Evidence of commitment to the concept of a student-centered university and to a tier one faculty research environment.
- Outstanding communication and interpersonal skills including evidence of the ability to facilitate collaboration with and among diverse faculty, staff, administrators and students across the University.
- Evidence of fostering a diverse and inclusive environment for students, faculty, staff and administrators.
- Proven record of leading a team of diverse colleagues to foster collaboration and engagement between the campus and the broader community.
- The ability to develop and lead a highly effective Student Affairs management team.