OPPORTUNITY PROFILE  PRESIDENT
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With a history that dates to 1963, Okanagan College has over a half-century history of providing post-secondary education and training to the Okanagan, Shuswap, and Similkameen regions. The College has a strong reputation for excellence in learning and teaching. The students, alumni, and employees of the College have helped support the development and growth of the Okanagan region, which has distinguished itself in recent years as one of the fastest growing and most dynamic areas in Canada.

The College’s catchment area extends from Osoyoos and Princeton in the south and west to Mica Creek and Revelstoke in the north, covering an area of 37,750 km$^2$ and a population of nearly 400,000 people. It serves over 20,000 students annually and offers more than 120 programs, spanning a broad array of areas and occupations. Programs range from undergraduate degrees in Business Administration and Computer Information Systems, first- and second-year University Arts and Science, a variety of health programming, and a range of adult upgrading opportunities through to diplomas and certificates in unique areas such as Viticulture, Animation, and Sustainable Construction Management Technology. Okanagan College is currently the second largest trades training institution in B.C.

The latest chapter in Okanagan College’s history began in 2005, when Okanagan University College evolved into two separate institutions: Okanagan College and UBC Okanagan. Okanagan College has since grown significantly, with rapid expansion in almost all program areas to meet employer demands, along with award-winning business programs and arts and science programs. A number of new programs have attracted more students to the institution, making Okanagan College the only college in British Columbia to exceed government enrolment targets every year since 2005/06.
Reflected by its distinctive and easily identifiable red logo, the College’s brand has taken firm hold in the region. Many have attributed this to the College’s focus on partnership and outreach, as well as meeting community, student, and employer needs. Okanagan College’s reputation as an employer of choice within the region and in B.C. is growing, spurred in part by its declared goal of being a ‘Learning Organization’, focused on improvement for students and employees. Okanagan College is also committed to sustainability, as evidenced by recent major initiatives such as the multiple award-winning Jim Pattison Centre of Excellence in Sustainable Building Technologies and Renewable Energy Conservation constructed at the Penticton campus to meet the Living Building Challenge, the Trades Complex project at the Kelowna campus that is aspiring to be net energy neutral, the Daycare Centre at the Penticton campus built using passive-house principles. A Trades Building in Vernon. A new Health Sciences Centre on the Kelowna campus is currently under construction.

With an annual operating budget of over $120M and more than 1,000 employees, the College is a significant component of the regional economy. Over the next 15 years, more than $200M in capital development is envisioned.

To learn more, please visit Okanagan College’s website.
THE OPPORTUNITY

PRESIDENT

General Accountability

As the most senior employee within the organization, the President is responsible for the strategic and operational leadership of Okanagan College in a manner that achieves the vision, goals, and objectives established by the Board of Governors to meet the needs of students, faculty, instructors, staff and the larger community. With a focus on ensuring the continued relevance, credibility, viability and culture of the College, the President will develop key partnerships and works in conjunction with government, agencies, industry and other post-secondary institutions to further the interests of the College. Responsibilities include establishing organizational goals, assigning priorities to guide their implementation, and evaluating progress toward their achievement.

The President plays an integral role in the life of the College, and a visible role as a member of our communities. The position provides advice and counsel to the Board of Governors on all matters impacting the College and ensures that the College operates within the policy and strategy frameworks established by the Board.

Nature and Scope

The President advises the College Board on all matters pertaining to the operation of the institution, particularly in response to the growing and shifting needs of the communities it serves. The President oversees the design and implementation of educational objectives, maintenance of fiscal and monetary control, and plans for the provision of physical facilities.

The President must effectively represent the College to the Ministry of Advanced Education, Skills and Training and other funding sources in order to acquire funds to achieve objectives. The position pursues and coordinates post-secondary opportunities for the College and advises government on programming needs. The President also acts as official spokesperson on all matters affecting the College and directs and oversees the College's academic, business, and external relations affairs provincially, nationally, and internationally.
Reporting Relationships

Reports To:
- Okanagan College Board of Governors

Direct Reports:
- Provost and Vice President, Academic
- Vice President, Employee & Corporate Services
- Vice-President, Students
- Associate VP, External & Strategic Initiatives
- Director Advancement & Foundation
- Director, Legal Services & Policy Development
- Manager, Executive Office
- Assistant to the Board of Governors

Specific Accountabilities

1. Strategic Planning and Annual Objectives
   - In collaboration with the Board, and in consultation with all of the constituent elements of the College and key stakeholders, leads the implementation and execution of the Strategic Plan for the College.
   - Sets out a future vision for the College and defines critical issues that must be addressed to move towards the vision, and specific objectives and strategies to deal with those issues.
   - Ensures there is an annual operating plan that sets out specific objectives for the College for each fiscal year, and sets short, medium and long-term objectives and strategies.
   - Annually, in conjunction with the Board and in the context of the Strategic Plan, establishes a list of objectives and targets to be achieved by the President in the upcoming year.
   - Recommends annual personal performance objectives for the President to the Board of Governors, reporting on progress against those objectives quarterly and annually.
   - Conducts a parallel performance management process with the leadership team of the College.
   - Keeps abreast of trends in post-secondary education and management and recommends new and innovative approaches to enhance the delivery of education services in achieving strategic goals and objectives.
2. Board of Governors

- Provides appropriate and timely advice, background information, and briefing materials to the Board to ensure that members and standing committees have all the information necessary to function effectively and properly exercise their governance responsibilities.
- Ensures a thorough orientation program for new Board members.
- Reports to the Board on a regular basis with relevant information regarding College operations or issues that may have significant financial, contractual, legal, tax and/or ethical implications for the College; develops and presents recommended courses of action and alternatives to the Board for its consideration.

3. Leadership and Accountability

- Provides strong and effective leadership to all faculty and staff and the senior leadership team; communicates, motivates, and directs all those involved to contribute fully to the realization of the College’s mission and objectives.
- Maintains high visibility on the campus and fosters engaged two-way communication with faculty and staff; supports the processes related to the recruitment, assessment, development, and retention of senior administrators.
- Encourages an interactive and consultative communications environment across academic units. Takes a leadership role in regional, provincial, and national collaborations and sustains and develops cooperative partnerships.
- Fosters an environment in which teaching and learning are based on mentorship, discovery, purposefulness, and learner autonomy.
- Motivates faculty to demonstrate an authentic spirit of inquiry as a model for learners and, in turn, encourages learners to engage with a teaching environment that is collaborative, innovative, creative, and respectful.
4. Policies and Programs

- Responsible for promoting, developing, and maintaining the highest standards of academic excellence in all aspects of College activities.

- Keeps up to date on developments in the field of education in order to ensure the College has the best possible information to respond to emerging issues.

- Provides leadership in the coordination and development of academic programs to maintain the highest standards of excellence in delivering undergraduate education, programs in technology and trades, career and preparatory studies, and professional and continuing education.

- Continually evaluates the methods of program delivery to ensure that they meet the needs of the community as well as applicable regulatory bodies; ensures program delivery is consistent with the goals established in the Strategic Plan.

- Recommends new policies to the Board to support the achievement of goals and objectives articulated in the Strategic Plan and manages a framework to communicate, implement, and evaluate policies.

- Ensures that the College values and respects the cultures and needs of First Nations communities; promotes cultural competency across the College, supporting programs to increase students’ access to all areas of post-secondary education.

- Facilitates the use of advanced technology in the delivery of programming; ensures that the College is well-resourced in this area and that it remains at the cutting edge in order to support learning and foster program excellence.

5. Stakeholder Relationships

- Oversees delivery of appropriate communications with the broader public and actively promotes the College’s role, aspirations, and interests to the community at large.
• Identifies and builds strong and productive relationships with all key stakeholders of the College, including but not limited to: governments, municipal and community leaders, First Nations leaders, the business community, industry, professional associations, unions, the Industry Training Authority, the Ministry of Advanced Education, Skills and Training, and other post-secondary institutions.

• Develops strategies to encourage excellence, promote new initiatives, and strengthen and maintain College relations with the larger business community and external organizations relevant to the College’s mandate.

• Participates in various levels of government and educational councils of the Province, professional organizations responsible for program accreditation, provincial and federal funding agencies, and relevant educational bodies in the field of higher education.

• Working closely with the Okanagan College Foundation, including building relationships with potential donors.

6. Financial and Administrative Management

• Through the Vice-Presidents responsible, ensures that the objectives established in the Strategic Plan are met with respect to finance, planning and performance.

• Oversees the sound utilization of financial administrative systems; ensures the maximum utilization of the financial resources of the College within the objectives, policies, plans and budgets established by the Board.

• Develops, operationalizes, and monitors annual operating and capital budgets.

• Actively provides necessary support and leadership regarding to the various fundraising activities of the College and cultivates individual and corporate donors.
Additional Accountabilities

Committee Responsibilities:
- Okanagan College Board of Governors
- Education Council
- Okanagan College Foundation
- Executive
- Leadership Team

External Responsibilities:
- Association of Community Colleges of Canada
- BC College Presidents
- Okanagan Partnership
- BC Trades Consortium
THE CANDIDATE

The ideal candidate will bring a record of distinguished academic and administrative leadership, an awareness of the challenges facing post-secondary institutions, and the business, administrative, and communication skills required to advance Okanagan College’s institutional goals. The President must possess outstanding skills in strategic leadership, planning, administration and human relations, community relations, and resource development.

With a commitment to innovation and excellence in the post-secondary sector as well as strong interpersonal skills, the new President functions comfortably developing and sustaining outstanding relationships throughout the community.

Required Qualifications, Education, and Experience

- A Master’s Degree or other relevant post-graduate education.
- A record of accomplishment as a scholar and teacher, and/or a combination of senior administrative and teaching experience at the post-secondary level.
- Intellectual depth and an understanding of the post-secondary landscape and diverse college community, particularly within the British Columbian and Canadian contexts; a passionate commitment to what post-secondary institutions in general – and Okanagan College in particular – can contribute to society.
- An understanding of the issues and challenges that will face public higher education institutions in the coming years and ability to address these issues.
- Planning experience at a senior level involving the setting of strategic direction, priority development, resource allocation, and transition and change.
- A record of successful advocacy in developing strong government relations.
- A proven track record of successful fund-raising, and the ability to develop an ongoing fund-raising capacity to support new levels of excellence within Okanagan College.
Knowledge, Skills, and Abilities

- Proactive leadership skills in academic administration, including team and consensus-building.
- A strong commitment to student success and satisfaction.
- A public persona that is articulate, polished, passionate, and highly visible, with the ability to motivate and inspire the entire College community and to champion its unique position and outstanding opportunities regionally, provincially, nationally, and internationally.
- Demonstrated respect for collegiality and a record of championing the values and integrity of an institution of higher education.
- A flexible, consultative management style and outstanding interpersonal and communication skills; ability to bring people together to develop and work toward shared goals.
- Demonstrated entrepreneurial leadership skills, including the ability to deal creatively with complex issues and to balance the competing demands of various constituencies.
- Demonstrated understanding of the relationship of authority, responsibility, and accountability.
- Ability to attract, motivate, empower, develop and retain outstanding faculty and staff, combined with a strong commitment to diversity and professional development.
- A reputation for integrity, openness, and an ability to engender trust in interpersonal relationships.
Competencies and Personal Characteristics

Collaboration and Collegiality – Has an honest, open, consistent approach to working with others; possesses strong relationship and interpersonal skills, with the ability to build relationships and develop and maintain partnerships, obtaining stakeholder agreement.

Continuous Learning and Information Seeking – Develops new insights into situations and questions conventional approaches; encourages new ideas and innovations; designs and implements new, cutting edge programs and processes.

Effective Interactive Communication – Treats staff, colleagues, and students with respect; resolves all conflicts respectfully and in a timely manner and negotiates effectively; provides effective feedback to colleagues and employees. Clearly presents written and verbal information; writes with clarity and purpose; communicates effectively in positive and negative circumstances; listens well.

Student and Service Focused – Anticipates, responds, and attends to the needs of colleagues, students, and other internal and external stakeholders of the organization; keeps student interests in the forefront.

Initiative – Develops and implements a plan in support of organizational strategic direction. Demonstrates an understanding of the link between one’s job responsibilities and overall organizational goals and needs, and performs one’s job with the broader goals in mind.

Integrity and Accountability – Demonstrates a resolute commitment to and respect for the rules and core values of the organization, setting an example of professionalism and ethical propriety. Holds self and others accountable for responsibilities; focuses on results and measuring attainment of outcomes in a business focus.
COMPENSATION

A competitive compensation package will be provided, including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

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