



Vice President of Student Services *search 2023-24*

Regional & Institutional Overview

Victoria College (VC), located in Victoria, Texas, is situated 50 miles inland from the Gulf of Mexico and is within a two-hour drive of Corpus Christi, Austin, San Antonio, and Houston. The city of Victoria, with a population of nearly 65,000, is the home to a wide variety of cultural arts and events that reflect the unique blend of diversity represented in the region. Established in 1925, Victoria College serves approximately 7,000 students annually in credit programs, adult education, and continuing education at the Main Campus in Victoria, an off-campus center in Gonzales, and other locations throughout the large seven-county service area. Victoria, DeWitt, Lavaca, Calhoun, Refugio, Gonzales, and Jackson counties are part of the Golden Crescent region near Texas' Gulf Coast. With a combined population of about 200,000 people and an area of approximately 6,000 square miles, major industries include oil and gas, manufacturing, agriculture, education, and medical services.

Victoria College is an established community partner with an enduring tradition of contributing to local cultural heritage and meeting the areas' employment and economic development needs. It is recognized as a Hispanic-Serving Institution and is accredited by SACSCOC. VC is a committed member of Talent Strong Texas Pathways, working to implement at full scale best practices ensuring access, completion, and transfer or workforce entry at a good wage for all students. The College is currently progressing through the Institute for Evidence-Based Change's Caring Campus program as well as journey mapping the student experience with Inside Track. The University of Houston-Victoria, a strong higher education partner, is located adjacent to VC's Main Campus and provides access to baccalaureate and graduate degrees.

A hallmark of Victoria College is exceptional dedication: employees who are committed to helping students succeed and a community that values and supports education. VC is committed to student success and being a student-centered college in which students' needs are first in the decision making. Employees at VC embrace their role as educators who create a caring campus where students feel welcomed and supported, while growing stronger through effective collaboration.

Vision

Our Community, Our College: Improving Lives, Strengthening Communities

- Empowering each student to achieve excellence in an environment that cultivates personal relationships among students, faculty, and staff.
- Being the catalyst for educational attainment, economic growth, and cultural enrichment in partnership with business, industry, community groups, and all levels of education.

Mission

Victoria College is a public, open-admission college. Our mission is to provide educational opportunities and services for our students and the communities we serve.

Core Values

Victoria College's commitment to its mission is guided by the following values:

- We value integrity.
- We value respect for the unique characteristics and abilities of individuals.
- We value student achievement and student success.
- We value excellence.

Opportunity

Victoria College seeks nominations and expressions of interest for its next Vice President of Student Services.

Summary

The Vice President of Student Services creates a student-centered culture fostering a strong sense of belonging and wellness, while ensuring support systems align to successful completion, transfer, and/or entry to a career with a family-sustaining wage for all students. Reporting to the College President and serving on the Administrative Council, the Vice President of Student Services provides strategic leadership to the Division of Student Services, which includes:

- Admissions & Records
- Advising, Counseling, & Support Services
- Athletics
- Financial Aid
- Enrollment Services
- KEY Center TRIO Program
- Student Life
- Testing Center



Essential Job Functions

- Provide visionary leadership to assigned departments.
- Foster a student-centered culture of wellness, sense of belonging, and success.
- Ensure that processes, policies, and practices reflect strategic priorities of the College.
- Identify new sources of revenue to support and strengthen support to students.
- Model and champion VC's core values.
- Work closely with the President and other members of the Administrative Council.
- Advocate for VC and the service area at local, regional, state, and national meetings.
- Oversee the student disciplinary process for nonacademic issues.
- Oversee the full-scale implementation of Texas Pathways Essential Practices.
- Ensure compliance with SACSCOC, the Texas Higher Education Coordinating Board, the US Department of Education, and local policy.
- Oversee divisional institutional effectiveness efforts, including departmental unit plans, employee goal-setting, and formation and assessment of student outcomes.
- Oversee budget development and monitor fiscal expenditures.
- Supervise the development and adherence to all policies and procedures governing student rights and responsibilities.
- Strengthen partnerships with school districts and transfer institutions.
- Develop strategic partnerships with organizations to expand services to students.

- Participate in the development and implementation of the College's strategic plan.
- Promote professional development opportunities for divisional employees.
- Represent the division at Board meetings and workshops, providing reports and updates as needed.

Educational Credentials

The successful candidate must possess a master's degree from a regionally accredited college or university.

Work Experience

- Distinguished record of a minimum of three years in a higher education administrative role
- Demonstrated commitment to student access, completion, transfer, and workforce entry at a good wage
- Proven record of partnership development
- Exceptional written and oral communication skills
- Successful experience in the development and oversight of budgets aligning resources to priorities
- Successful experience supervising a team in a culture of continuous improvement
- Demonstrated commitment to student sense of belonging, wellness, and success
- Demonstrated leadership experience in student affairs/services preferred
- Demonstrated success in the implementation of best practices in student success preferred

Characteristics

- Energetic and enthusiastic with a desire to serve and support
- Collaborative with the ability to build trust
- Flexible with the ability to handle pressure with mature judgement
- Organized with the ability to manage numerous complex tasks
- Professional and respectful of the talents and skills of others
- Approachable with the ability to build consensus
- Articulate with the ability to promote the College and advocate for students
- Understanding of institutional effectiveness
- Understanding of change management

Working Conditions

This is a highly visible position requiring a strong presence at the College, at College events, and in the communities served.

Nominations & Application Process

- VictoriaCollege.edu/VPSSsearch
- [Statement of Nondiscrimination](#)

Links

- [Victoria College Website](#)
- [Organizational Chart](#)
- [Strategic Plan](#)
- [City of Victoria](#)
- [Texas Success Center](#)
- [Texas Higher Education Coordinating Board](#)



An Equal-Opportunity Institution