



Kellogg Community College
450 North Avenue
Battle Creek, MI 49017-3397
269.965.3931
<https://www.kellogg.edu/>

School Name: Kellogg Community College

Position: Vice President for Instruction

COLLEGE OVERVIEW

About KCC

Education offers the greatest opportunity for really improving one generation over another" W.K. Kellogg. This quote resides at the front entrance of the main campus to remind everyone of the true purpose of the College and its role in the community.

Kellogg Community College was founded in 1956 by the Battle Creek Board of Education. In 1970, voters created an area-wide college district supported by local tax dollars. KCC, which has sites in Battle Creek, [Albion](#), [Coldwater](#), [Hastings](#), and in the [Fort Custer Industrial Park](#), offers approximately 100 pre-professional college/university transfer curricula; 40 occupational associate degree programs in health, business, technical and science fields; 30 certificate programs aimed at job preparation; and related training for apprenticeships.

KCC serves approximately 10,500 students annually on five campuses and through its Lifelong Learning and customized training programs. KCC also provides workforce development services tailored for and delivered to area businesses and organizations in a wide range of sectors. In recent years, KCC has provided specialized training for thousands of employees at hundreds of businesses across the region.

The College was fully reaccredited by the [Higher Learning Commission](#) of the North Central Association of Colleges and Schools most recently in 2012.

The KCC service district covers Barry, Branch and Calhoun counties in south central Michigan. The tax district includes most of Calhoun County and small portions of Barry, Branch, Hillsdale, Kalamazoo and St. Joseph counties. KCC, a nonprofit institution, is governed by a publicly elected [Board of Trustees](#), which sets policy and budgeting priorities.

MISSION

“We are dedicated to providing accessible, high-quality education to enrich our community and the lives of individual learners.”

Core Components of Mission

- We engage students in learning experiences that lead to enhanced employability and successful transfer to other educational institutions.
- We develop students who can think critically, communicate effectively, and demonstrate global awareness.
- We partner with the communities we serve to support economic vitality and stability through the development of a skilled local workforce.
- We provide the educational resources and student services that promote, support, and enhance student success.
- We advocate lifelong learning for all members of the community, providing local residents with educational and cultural opportunities that result in personal growth and development.

Vision

Kellogg Community College will be recognized as a premier institution of higher education, having achieved excellence through innovation, quality instruction, a culture of continuous improvement, and learner-centered decision making. Working together across the College, we support an environment that values:

- Student success through collaboration, cooperation, and academic rigor
- Positive relationships with students, employers, our staff, and the community
- Diversity
- Quality and continuous improvement
- Innovation, creativity, and flexibility
- Personal and professional integrity, and accountability
- Staff development

Values Statement

- The following are the essential and enduring values we hold which form the foundation on which we perform our work and conduct ourselves.
- We believe:
- That **students come first**. Our decisions and actions should focus on impacting student access, learning, development, achievement and success.
- In **excellence in teaching and service**. We have a passion for quality and we set and model high standards for our students, faculty, staff and administrators.
- In **diversity and equity**. We recognize and support the importance of providing an education and environment that promotes the uniqueness of students, faculty, staff and the communities we serve.
- That **ethics and integrity** are paramount in all actions and communications. We hold ourselves responsible for academic and personal honesty, fairness, and respect for others in our learning and working environment.

- That **partnerships** within the college and local communities allow us to grow our knowledge, expand our reach, and strengthen our impact on those we serve.
- That **innovation** allows us to be creative and progressive with our programs and processes. We aspire to be flexible, adaptive and risk-takers in order to improve.
- Through **leadership and empowerment** we achieve personal and professional growth. We embrace openness in communication and strive to make data-informed decisions in a collaborative framework.
- That effective and respectful **stewardship of resources** insures the health and sustainability of the institution over the long term.

ABOUT THE AREA

Battle Creek Michigan enjoys a modest cost of living, a climate less severe than Michigan's western shoreline or upper peninsula, and a vitality that permeates education, arts, culture, and recreation. Battle Creek area residents enjoy an area abundant with fresh lakes and parks. Battle Creek's 26-mile Linear Park winds throughout the city for family strolls, rigorous jogs, or bicycling in a scenic setting. Binder Park Zoo, The Kingman Natural History Museum, Leila Arboretum and the local Barn Theatre offer both educational and fun experiences. Elsewhere in Battle Creek, carefully preserved sites honor the city's rich historical contributions including the birthplace of breakfast cereal, a critical role in the Underground Railroad and the establishment of the Seventh Day Adventist Church.

Innovative and nationally-recognized educational and training programs prepare Battle Creek residents for its breakfast food processing, world-class auto parts supply, Department of Defense support and a dynamic aviation and aerospace industries. The world-class Fort Custer Industrial Park hosts businesses from the United States, Japan, Germany, Austria, and Denmark.

Battle Creek gets your feet tapping to weekly summer music festivals and outdoor entertainment. An Arts and Industry council connects the arts to exhibit venues as well as to the public schools and the workplace. The city is also home to Michigan's oldest Symphony

While the main campus is in Battle Creek, the College also serves many vital communities each with their own unique attractions including Marshall, known for its historic charm, distinguished downtown and small town appeal. Albion prides itself on the strength and the unity of purpose of its ethnically diverse community and is home to long standing businesses and the distinguished Albion College. Rich in culture, while offering a wealth of outdoor recreational opportunities, Coldwater combines a modern, urban attitude with a warm, hometown charm that appeals to residents and tourists alike. And Hastings, centrally located between multiple larger cities, provides both a wooded countryside as well as manufacturing and other businesses.

OPPORTUNITY OVERVIEW

As the senior academic officer, provide strategic vision and leadership for the College's Instructional Division. This includes comprehensive general education, transfer and career/occupational (Workforce Development) programs responsibilities include: provide quality curricula that meets current and emerging needs including ongoing design, delivery, evaluation of , set standards and ensure the hiring and development qualified faculty and staff to ensure quality instruction, guide deans, department chairs and directors in their planning and decision making, ensure effective and productive instructional assessment, manage budget processes, participate with external constituent groups, and provide vision for future instructional endeavors.

MINIMUM REQUIREMENTS

Education:	PH.D, Ed.D. or equivalent terminal degree in Educational Leadership, Academic Discipline of applicable field.
Experience:	More than seven years. Three or more years full time instructing experience in higher education, 3-5 years' experience at the Chair (or equivalent) level or higher.
Special Technical Knowledge:	Education, Leadership, Administration, or related field. It is helpful to have experience in both occupational and transfer education.

POSITION QUALIFICATIONS

1. Proven record of effective problem solving skills at the interpersonal, group, functional and cross-organizational level. Ability to comprehend issues and translate them into solutions and facilitate implementation of the solution across the organization.
2. A master's degree from an accredited institution.
3. Five or more years administrative experience at the dean (or comparable) level or above.
4. Academic leadership experience in the community college environment.
5. Teaching experience in a higher education environment 90 credit hours (or equivalent) of college level teaching experience.
6. Experience working effectively with diverse populations. Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural and ethnic backgrounds of community college students, including those with physical and/or learning disabilities.
7. Ability to review and analyze complex, multi-functional systems/ relationships.
8. Proven ability to increase student success.

[Complete Job Description](#)

APPLICATION PROCESS

Please direct inquiries and nominations to the College's search consultant:

Angela Provart, President, Pauly Group, Inc.
3901 Wood Duck Drive, Suite E
Springfield, IL 62711
Phone: 217-241-5400
Fax: 217-241-5401
E-mail: aprovart@paulygroup.com

Please submit electronically to aprovart@paulygroup.com the following documents as MS Word or Adobe Acrobat attachments: (1) a cover letter that **addresses the Minimum Requirements**; (2) a current résumé; and (3) names and contact information of **five** professional references.

The committee will begin review of applications immediately. Applications will be accepted until the position is filled, with materials submitted by **Monday, October 8th, 2018** receiving priority consideration. All applications are confidential and references will not be contacted without the expressed authorization of the applicant.

Equal Opportunity

Kellogg Community College is an equal opportunity educator and employer and does not discriminate on the basis of national or ethnic origin, ethnicity, race, ancestry, color, sex (sex or gender, affiliation, expression or orientation), marital/family status, age, physical or mental ability or attributes, genetic information, political affiliation, veterans status, religion or any other characteristic covered by law in its admission policy, educational programs, activities or employment policies.



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