

EXHIBIT "A"
POSITION DESCRIPTION

TITLE: PRESIDENT
DEPARTMENT/DIVISION: OFFICE OF THE PRESIDENT
REPORTS TO: BOARD OF TRUSTEES

GENERAL DESCRIPTION: Manages, directs and controls the educational programs and all operations and activities of the college in an efficient manner in accordance with the College's mission and organizational objectives.

PRINCIPAL RESPONSIBILITIES:

1. Manages, directs and controls the educational programs and all operations of the College.
2. Provides leadership in programs to improve student success.
3. Provides leadership in technological advancements.
4. Manages resource development, financial management and planning, enrollment management, facilities management and development and public relations.
5. Provides leadership in innovative education and management practices.
6. Forges partnerships with various constituencies including business, labor, community groups and local school boards.
7. Demonstrates sensitivity to diversity issues and leads an institution in which differences are valued.
8. Represents the College's needs at all levels of government.
9. Provides leadership in effective labor relations.
10. Provides a strong decision-making style.
11. Serves as Chairman of Retail Services Board.
12. Supervises Executive Council staff and provides their motivation development and performance appraisal.
13. To perform other duties as assigned by the Board of Trustees.