



OFFICE OF THE CHANCELLOR

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POSITION DESCRIPTION

Vice Chancellor Student Affairs and Success (SAS)

The Vice Chancellor for Student Affairs and Success provides the dynamic leadership and vision necessary to assure effective and strategic management of student affairs and student success programs, including, Student Health and Wellness, Career Success, and Student Development, Engagement and Success. The incumbent works closely with other senior campus academic and administrative leaders to successfully guide the student affairs and success division in support of the University of California, Santa Cruz's academic mission of teaching, research, and public service.

Reporting to the Chancellor, the Vice Chancellor for Student Affairs and Success (VCSAS) heads a division that focuses holistically on student affairs and student success, through units that support student health and wellness (Student Health Center, Counseling and Psychological Services, and Slug Support), student career success (the Career Center), student academic progress (Educational Opportunity Programs, Learning Support Services and Services for Transfer and Reentry Students) and student life programs (Student Organizations, Student Government and the Resource Centers). The VCSAS promotes an engaged and healthy campus environment through services, programs, and innovative learning experiences that create a strong sense of community among students, faculty, and staff with an emphasis on diversity, equity, inclusion and civic engagement.

As a senior leader of UCSC, the VCSAS identifies important business and risk trends for campus consideration and develops, recommends, and implements appropriate campus responses to those trends. The VCSAS participates in various campus bodies, including the Chancellor's Cabinet, providing expertise and thought partnership, and provides leadership to various governance and advisory groups on behalf of the Chancellor or Campus Provost/Executive Vice Chancellor. In addition, the VCSAS serves as Appellate Officer in the Student Judicial System, when necessary.

Responsibilities

- Serve as a senior advisor to the Chancellor on a wide range of issues including long range planning and development of student support programs, organizations and structures that support the campus teaching, learning, research and public service mission of the University.

- Represent UCSC at University of California meetings and other systemwide committees on student affairs and success policy and direction as requested.
- Maximize UC Office of the President support for campus initiatives and programs and assist in coordinating shared services across the system.
- Represent the campus with government, professional, higher-education and community organizations dealing with student affairs and success.
- Maintain close working relationships and seek input from UCSC academic and administrative leaders to understand and support their student affairs and success needs.
- Represent the student affairs and success division in consultations with various campus constituencies and committees, and work constructively with the academic senate in a system of shared governance.
- Develop and maintain multi-year strategic plans that address challenges and opportunities and determine future directions consistent with the University mission. Facilitate implementation strategies and monitor and measure goals and accomplishments.
- Implement best practices for student safety in areas including but not limited to alcohol and drug use and bullying.
- Work with key student groups, including but not limited to student government, Greek Life, and other student clubs and organizations to enhance student engagement, belonging and development.
- Advance student success by collaborating with campus leaders to identify student achievement gaps and create holistic programs that address and eliminate these gaps.
- Foster student professional development and leadership skills through participation in student organizations, student government, volunteer and community service opportunities and campus employment.
- Oversee efforts within the division of student affairs and success to identify and apply for extramural funding to support student engagement, success and well-being; and when grants are received, effectively steward funding and administer projects.
- Oversee the Division's operating budget, allocating resources to advance the mission of the university. Monitor financial and programmatic results through periodic program reviews and financial reports.
- Develop and promote training and professional development for the student affairs and success division staff, as well as develop long-term succession plans for the division.
- Develop and maintain policies, procedures, programs and standards that advance and support the academic and research goals of the university.

Basic Qualifications

- An earned baccalaureate or equivalent degree;
- Leadership and management experience in student affairs, student success or related areas;
- Experience leading or working on programs that enhance student success outcomes;
- An understanding of the mission, goals and objectives of a major research university including how the student affairs and success division supports and enhances teaching, research and academic support operations;

- Demonstrated excellence in managing, organizing, and supervising to meet goals;
- Knowledge and understanding of budgeting, financial control, and fiscal accountability;
- Excellent interpersonal skills and effective written and oral communication; ability to communicate with constituents across all levels of the organization as well as with internal and external stakeholders;
- Demonstrated ability to lead effectively in a diverse, mission-driven environment with a variety of different constituencies;
- Ability to analyze and understand the impacts of policies and programs on diverse communities.

Preferred Qualifications

- Advanced degree;
- Executive level leadership experience, preferably in higher education at a research university.

Special Conditions of Employment

- Work hours beyond the standard 8:00 a.m. – 5:00 p.m. work day. Travel (inside and outside of normal business hours) required;
- Successful background check;
- Financial disclosure requirements of the California Reform Act of 1974;
- Annual disclosure of outside professional activities;
- Mandatory trainings as required by the University of California;
- Per the Child Abuse and Neglect Reporting Act (CANRA), this position has been identified as a Mandated Reporter. The selected candidate will be required to report known or suspected child abuse or neglect as defined by CANRA and will be required to sign a Statement Acknowledging Requirement to Report Child Abuse prior to commencing employment. CANRA Penal Codes, and related definitions, requirements, and responsibilities may be obtained here.

Diversity statement

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, or protected veteran status. UC Santa Cruz is committed to excellence through diversity and strives to establish a climate that welcomes, celebrates, and promotes respect for the contributions of all students and employees. Inquiries regarding the University's equal employment opportunity policies may be directed to: Office for Diversity, Equity, and Inclusion at the University of California, Santa Cruz, CA 95064; (831) 459-3676.