

Vice Chancellor for Strategy, Institutional Effectiveness,
and Engagement
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=255030>

Downloaded On: May. 31, 2025 11:01pm

Posted Mar. 31, 2025, set to expire Jun. 1, 2025

Job Title	Vice Chancellor for Strategy, Institutional Effectiveness, and Engagement
Department	Management
Institution	Foothill-De Anza Community College District Los Altos Hills, California
Date Posted	Mar. 31, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Vice-(President/Provost/Chancellor)
Academic Field(s)	Administration - Executive
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Job Description

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Vice Chancellor for Strategy, Institutional Effectiveness, and Engagement

HR EMPLOYMENT/CAREERS

PPL Inc. has been selected to assist with the recruitment for the Vice Chancellor of Human Resources and Equal Opportunity. Nominations and inquiries about this opportunity (prior to the position closing date) should be directed to the PPL Inc. search consultants using the information below:

Pamela D. Walker, Ed.D.

Vice President, PPL, Inc.

pwalker@pplpros.com

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(916) 768-8565
Jim Riggs, Ed.D.

Vice President, PPL, Inc.

jriggs@pplpros.com

(209) 559-6550

Initial Review Date: 05/07/25*

*For full-consideration, all application packets must be received by 11:59 pm on the closing date.

Salary Grade: A1 - 12

Full Salary Range: \$222,077.16 - \$312,488.33 annually**

Actual placement is based on applicant's verified education and experience (Customary Hiring Range: \$222,077.16 - \$244,836.73 annually**).

In addition, candidates with verified educational units beyond the minimum qualification may qualify for additional pay.

The Foothill-De Anza Community College District is currently accepting applications for the executive management position above.

The Foothill - De Anza Community College District does not have a remote work policy. All employees are expected to be available to work in person and on-site per the requirement of the department.

The Foothill-De Anza Community College District does not reimburse applicants for travel, lodging or any other costs incurred by applicant to attend interviews. All interviewing costs incurred will be the responsibility of the applicant.

Foothill - De Anza Community College District Mission Statement:

The mission of the Foothill-De Anza Community College District is student success and educational excellence. The district and its colleges provide access to affordable, quality educational programs and services that develop a broadly educated and socially responsible community that supports an

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equitable and just future for California and the global community. Every member of our district contributes to a dynamic instructional and learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. Foothill-De Anza is driven by an equity agenda and core values of integrity, inclusion, care for our students' well-being, and sustainability.

POSITION PURPOSE:

As a key member of the Executive Leadership Team reporting to the Chancellor, the Vice Chancellor for Strategy, Institutional Effectiveness, and Engagement provides strategic oversight for district-wide planning, data analytics, institutional effectiveness, and organizational and stakeholder engagement. This position ensures alignment of district-wide plans with the Board of Trustees' vision, mission, and priorities, integrating academic, student services, technology, sustainability, and facilities planning to support long-term institutional success, student success, operational sustainability, and growth.

This role actively fosters engagement across all levels, strengthening relationships with employees, students, community organizations, industry partners, and other key stakeholders. While collaborating on strategic technology planning and digital transformation efforts, this role does not oversee technology infrastructure, implementation, or district-wide IT governance. The Vice Chancellor leads strategic management and planning, fosters a culture of innovation, develops policies, ensures effective planning, and monitors performance while overseeing the Institutional Research, Governmental and Community Relations, and International Operations functions to ensure alignment with district-wide strategies.

Nature and Scope:

The Vice Chancellor for Strategy, Institutional Effectiveness, and Engagement serves as the Chief Strategy Officer for the District, providing leadership in strategic management, planning, policy development, performance monitoring, and engagement to enhance institutional outcomes.

The Vice Chancellor has direct supervisory responsibility over a portfolio consisting of fixed functions as well as temporary programs or projects assigned by the Chancellor. These include primary functions such as Institutional Research, Public Affairs and Governmental Relations, International Student Programs, district enrollment management coordination, analytics for strategic decision-making, and other projects, programs, and duties as assigned, either temporarily or on a fixed basis in support of optimizing the District's operations. This position ensures the institution's effectiveness through the systematic collection, analysis, and use of data to drive continuous improvement and

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enhance strategic initiatives while also driving engagement efforts that promote meaningful internal and external relationships.

Key Duties and Responsibilities:

1. Provide vision and leadership for district-wide strategic planning, development, implementation, and evaluation of policies and procedures to ensure operational efficiencies, continuous improvement, and student success, ensuring alignment with the Board of Trustees' vision, mission, and priorities.
2. Advise the Chancellor and Executive Leadership Team on data-informed strategies for improving district and college operations, employee and other stakeholder engagement, community partnerships, and student success.
3. Lead the development and implementation of short- and long-range strategic plans to advance the district and its colleges, aligning with the Chancellor's strategic goals and established performance metrics.
4. Provide strategic leadership and supervision of the Governmental and Community Relations function to ensure alignment with district priorities, the Institutional Research function to support data-driven decision-making, and the International Operations function to ensure integration with broader institutional goals.
5. Develop and implement comprehensive engagement strategies to strengthen relationships with employees, students, community organizations, industry partners, and other stakeholders.
6. Serve as lead to ensure compliance with District policies and procedures in alignment with state and federal laws and regulations.
7. Cultivate effective partnerships with staff and administrators to achieve departmental goals and improve processes, program outcomes, and student success.
8. Identify and assess current and future organizational development needs through collaboration with executive and senior leadership.
9. Serve as the Chancellor's designee for shared governance committees and strategic advisory groups.
10. Lead district-wide strategic conversations regarding enrollment management, utilizing a data-informed approach.
11. Direct and oversee the collection, analysis, and communication of data and analytics to inform strategic decision-making and drive continuous improvement in student success.
12. Partner with District technology leadership to support technology-driven innovation and digital transformation initiatives that enhance strategic goals and innovation initiatives.
13. Develop and implement metrics and tracking mechanisms to measure institutional effectiveness, student success outcomes, and innovation initiatives and stakeholder engagement effectiveness.
14. Working collaboratively with Human Resources, support a healthy organizational culture through

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strategic visioning, employee engagement initiatives, and advisement on operational and fiscal sustainability.

15. Design and implement comprehensive leadership development programs and strategies to enhance employee engagement, growth, and retention.
16. Provide leadership in identifying, evaluating, and integrating strategic innovations to improve student success and operational effectiveness, with a focus on process improvement, data-driven decision-making, and institutional transformation.
17. Ensure continuous assessment of institutional effectiveness through evidence-based practices, accreditation compliance, and performance monitoring.
18. Perform other duties as required to support the mission and objectives of the District.

Employment Standards

Knowledge:

1. Broad knowledge of the mission, objectives, policies, and administrative procedures of community college systems, with the ability to quickly acquire in-depth knowledge of the District's specific context with a focus on strategic planning and data-informed decision-making.
2. Educational institution operations, including relevant laws, state and federal regulations, public policies, administrative practices, and legislative mandates.
3. Project management, leadership, and supervision.
4. Institutional effectiveness principles, data analytics, and strategic planning methodologies.
5. Computers and technology for productivity and innovation.
6. Budget management.
7. Effective enrollment management practices.
8. Knowledge of the educational, economic, and social needs of the District's diverse communities.
9. Knowledge of innovation methodologies, design thinking principles, and best practices in fostering a culture of innovation.

Skills and Abilities:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty, and staff.
2. Demonstrated ability to provide leadership in planning and implementation within a complex organization, inspiring change, and fostering a culture of innovation and continuous improvement.

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3. Exceptional ability to communicate effectively, both orally and in writing, including the ability to craft complex proposals and create persuasive materials for diverse audiences.
4. Proven ability to build and maintain effective partnerships with internal and external stakeholders and foster a collaborative work environment to advance the District's mission.
5. Strong analytical, critical thinking, and problem-solving skills, with the ability to synthesize and disseminate data to inform decision-making.
6. Proficient in budget and resource management, with the ability to optimize resource allocation and enhance organizational effectiveness.

MINIMUM QUALIFICATIONS:

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Master's degree or the equivalent.
3. Five years of progressively responsible experience within complex organizations, with proven management accomplishments related to the requirements of this position.
4. Executive-level experience, including working with governing bodies or other high-level oversight committees.

Preferred Qualifications:

1. Experience in an educational leadership role related to strategy and organizational effectiveness.
2. Experience with educational institution operations, laws, regulations, and public policies.
3. Experience leading workgroups leveraging data to further institutional outcomes.
4. Experience advising and persuading senior leaders regarding strategic direction and planning.
5. Experience working with academic stakeholders and instructional leaders to address academic and professional matters and inform enrollment or program evaluation strategy.

Licenses and Certifications:

None

Environment:

Typical office environment. May require evening and weekend commitments.

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APPLICATION PACKET:

1. A District on-line application on <http://hr.fhda.edu/careers/>. *In the application, you will provide information, which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. Additionally, you will be asked to explain how your life experiences, studies or work have influenced your commitment to diversity, equity and inclusion.
2. A cover letter addressing your qualifications for the position.
3. A current resume of all work experience, formal education and training.

If selected, please be prepared to share your **professional references** including names, email addresses, business, and home/cell telephone numbers of 10 references including:

(Preferably, references are to be from current and former institutions. References will not be contacted without the candidate's permission.)

- Two supervisors
- Two Administrative Peers or Equivalent
- Two subordinates (including one classified/support staff member)
- Two community members or those from external partnerships
- Two faculty members

Applicants will be **REQUIRED** to submit transcripts for salary placement purposes and to verify meeting the minimum qualification (MQ). Applicants who have international transcripts must obtain transcripts that are evaluated by an independent educational-equivalency evaluation company and obtain an English translation (if necessary). These services are to be done at the applicant's expense.

If any required application materials are omitted, the committee will not review your application. Items not required (including reference letters) will not be accepted. For full-consideration, all application packets must be received by 11:59 pm on the closing date.

Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. We do not guarantee a response to application questions within 48 hours of the closing date.

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CONDITIONS OF EMPLOYMENT:

Position: Full-Time, Contract, 12-months per year

Starting date: As soon as possible upon completion of the search process.

Annual salary plus benefits; excellent benefits package which includes coverage for employee and eligible dependents, dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. For information on our benefits package that includes medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits/index.html>

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.

For more information about our application process contact:

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

Email: employment@fhda.edu

<http://hr.fhda.edu/>

To apply, visit <https://fhda.csod.com/ux/ats/careersite/4/home/requisition/2038?c=fhda>

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Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

Management

Foothill-De Anza Community College District

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