



UNIVERSITY
OF
LOUISIANA
L a f a y e t t e

Staff Vacancy

Assistant to the President for Student Success

EEO# PR 2-09

The University of Louisiana at Lafayette invites applications and nominations for the position of Assistant to the President for Student Success. Reporting directly to the University president, the APSS is responsible for the coordination and development of strategic retention initiatives, and for the continuing assessment of those initiatives' success. The APSS will be responsible for the identification of obstacles to persistence, retention and graduation and to recommend and develop policies and procedures that mitigate or eliminate these obstacles.

As a critical part of the campus' retention efforts, all academic support services will be coordinated by the APSS. In fulfilling this responsibility the APSS is expected to cultivate and maintain strong and productive relations with the Academic Affairs, Student Affairs, and Enrollment Management divisions, as well as other key administrative personnel across the University.

A critical aspect of an effective retention initiative is first-rate advising. The APSS will oversee campus advising, with the goal of implementing a high-impact program in which every student receives initial advising (typically, at orientation) by an advisor specializing in the student's college/major and will continue to be advised by this person through the first and second years. The APSS will ensure the smooth transition of students to college/department faculty advisors.

Additional strategic initiatives that the APSS will oversee include:

- review of student success rates at the *course level*, to identify barriers to progression towards graduation, and partnering with academic departments to pilot interventions to increase the success rate (such as supplemental instruction for those courses, course redesign, and increased faculty development)
- more effective use of the early warning systems in place (such as Grades First) by utilizing them earlier in the semester and designing more effective interventions
- General Education reform that enhances a students' ability to enroll in Gen Ed courses and ensures that change of major does not result in any setbacks in General Education progression towards graduation.

Qualifications & Responsibilities:

The successful candidate will

- possess a Doctorate and five years or more of administrative experience, with increasing responsibilities;
- have experience in an advising center, first-year experience office, or career services center;
- be a seasoned manager, with proven skills in the development of staff (including recruitment, training, and performance appraisals);
- have experience in budget development and oversight, and in strategic planning;

- possess organizational, analytical, interpersonal, and conflict management skills; be able to manage multiple priorities; and
- thrive in a fast-paced work environment.

Preference will go to candidates that have experience with faculty development or other pedagogical training and as an academic advisor.

Environment:

The University of Louisiana at Lafayette is a Doctoral/Research-Intensive public institution with an enrollment of over 17,000 students representing 6 races/ethnicities, 50 states and nearly 100 countries, a faculty of 689 and non-faculty staff of approximately 1,200. The city-parish of Lafayette, Louisiana is home to the University of Louisiana at Lafayette. The city-parish is a progressive, technology-oriented community of approximately 225,000 people and serves as the hub city of a Metropolitan Statistical Area (MSA) with a population of approximately 600,000. Lafayette is a city highly recognized for its tremendous standard of living, unique Cajun and Creole cultures, high-tech atmosphere, and pleasing climate, as it is consistently rated as one of the best places to live in the United States, as well as one of the best places for doing business. Additional information about the University may be obtained online at <http://www.louisiana.edu>.

Salary & Applications:

Salary is competitive and commensurate with qualifications, experience and proven ability. Applications will be accepted until the position is filled. **For initial consideration, applications should be received by October 9, 2015.**

Candidates should submit an application electronically (**single** PDF format) that includes a letter describing one's qualifications and accomplishments relevant to the position; a current resume; the names, titles, telephone numbers, and email addresses of three references (references will not be contacted without prior notice); and any other supporting materials to: **APSS@louisiana.edu**