

SANTA BARBARA COMMUNITY COLLEGE DISTRICT

TITLE: SUPERINTENDENT/PRESIDENT - CHIEF EXECUTIVE OFFICER
CLASSIFICATION: EXECUTIVE LEVEL - EDUCATIONAL ADMINISTRATOR
SALARY RANGE : NEGOTIATED

SCOPE OF DUTIES

The Superintendent/President is the Chief Executive Officer (CEO) of the Santa Barbara Community College District who reports directly to the seven member elected Board of Trustees and responsible for implementing the policies and directions set by the Board of Trustees. The Superintendent/President oversees all operational aspects of the District including accreditation, planning and strategic development, fiscal stability and the programs and resources of the College with a central focus on student success. In alignment with the values, mission and vision of the District, the Superintendent/President works collaboratively with college constituencies, the diverse communities in the District and the SBCC Foundation to provide students with excellent credit and noncredit educational opportunities to attain their goals for employment, career advancement, entrepreneurship or personal enrichment. As the CEO of the District the Superintendent/President is also the face of the District - an active visible leader in the community who represents the College to community members, groups, businesses, nonprofits, public school districts, other higher education institutions, the Chancellor's Office of the California Community Colleges, and local, state and national government agencies and elected officials.

KEY DUTIES AND RESPONSIBILITIES

The key duty and responsibility of the Superintendent/President is to provide visible, positive, engaging leadership for the District internally and externally. The following duties are typical for this classification. However, incumbents may be required to perform additional or different duties from those listed below and the broad scope of duties set forth above are basic and continuing.

The Superintendent/President demonstrates leadership by

- Building and maintaining positive relationships and trust with and among students, college employees, the Board and the community;
- Working collaboratively with the Board on its responsibilities and decisions and keeping the Board informed;
- Working collaboratively with college constituencies within the participatory governance structures of the California community college system;
- Making timely plans and sound decisions reflecting Board policy and District priorities;
- Using and modeling good management practices, good judgment and respectful interpersonal relationships;
- Building and retaining an effective leadership team for the College;
- Establishing and implementing broad personal and institutional goals and objectives that reflect Board goals, and the mission, values and vision of the District;
- Focusing the College on student success, excellence and informed data based decision-making;
- Creating a culture of belonging through championing a culture that values inclusion, equity, diversity, anti-racism and accessibility;
- Ensuring diversity in all its forms is recognized so that all students and employees with different characteristics are affirmed and supported, including all persons who vary in race, ethnicity, sex, sexual orientation, neurodiversity, disability, and economic resources;
- Implementing a results-oriented approach to the institution, leading the District to improving student outcomes by aligning plans and implementation to measurable goals;
- Championing the values of educational excellence and shaping a college environment that embodies excellence;
- Effectively communicating employee goals and expectations, delegating responsibility and maintaining accountability and accountability systems for all employees;

- Ensuring the District's sustainable fiscal stability, integrity and transparent budget decision-making;
- Maximizing fiscal operational resources to support institutional success and maintaining adequate controls to prevent fiscal mismanagement;
- Using informed data to identify gaps in student outcomes on the basis of multiple factors, including economic disparity, ethnicity, race and gender and mobilizing the College to improve results;
- Providing ongoing visible support and institutional mechanisms for innovation, integrity, transparency, and sustainability in all District operations;
- Enhancing equity-focused teaching and learning support programs and institutional practices;
- Fostering an inclusive and supportive campus environment where all persons are treated respectfully and differences are heard and expressed in civil discourse;
- Communicating frequently and effectively in writing and orally with all college members on decisions, issues and topics of interest or concern;
- Supporting professional development for all employees;
- Spending significant dedicated time regularly reaching out and communicating with communities, local businesses and organizations in the District to identify their needs, build partnerships, reach underserved populations and encourage support for the District;
- Working closely with the SBCC Foundation to meet with potential donors, attract resources for the college, and support philanthropic programs that enhance student success;
- Engaging in continuing learning on issues affecting student success, changing student and workforce needs, education, and the overall success of the District in fulfilling its role in the community;
- Providing leadership and direction for collective bargaining;
- Guiding the District in the development and implementation of programs that address the diverse credit and noncredit needs of the community;
- Addressing efficiency and enrollment management issues impacted by the COVID-19 pandemic, changing demographics and other factors such as student preferences for diverse learning modalities;
- Assuring support for technology to enhance educational excellence and protect college technology systems against harm;
- Maintaining a college environment that supports the health and safety of students and employees.

MINIMUM QUALIFICATIONS

- Master's degree from an accredited institution.
- Significant leadership experience in an executive level position.
- Demonstrated understanding of, sensitivity to, and commitment to equity, inclusion and anti-bias in an institution that serves and employs a population that is diverse in multiple ways including income, academic, socio-economic, race, ethnicity, gender, gender identity, sexual orientation, disability, age, politics, philosophy, religion, and cultural background.

DESIRED QUALIFICATIONS

- Earned doctorate from an accredited institution.
- Three to five years of recent progressively responsible senior administrative experience with major supervisory and decision-making experience in an educational institution.
- Demonstrated understanding of and commitment to the comprehensive California Community College mission and system.
- Highly skilled in fiscal management.
- Excellent demonstrated communication skills.
- Experienced in college fundraising and enhancing community support for higher education.