

CHABOT – LAS POSITAS COMMUNITY COLLEGE DISTRICT

Management Class Specification

COLLEGE PRESIDENT – LAS POSITAS COLLEGE

MANAGEMENT RESPONSIBILITY

The College President is a management position designated by the Board of Trustees of the Chabot - Las Positas Community College District. The President serves as the campus chief executive and reports to the Chancellor. The President shall perform the duties of a community college president as prescribed by the laws of the State of California. In addition to whatever powers and duties are set forth in the Education Code, the president shall have those powers and duties which are delegated to him/her by the Chancellor or Board of Trustees pursuant to Education Code Section 70902, subdivision (d). The President shall execute all powers and duties in accordance with the rules and regulations of the Board of Governors of the California Community Colleges and the laws of the State of California.

The President is charged with institutional leadership and the implementation of Board Policies and Procedures as applicable to the position. The incumbent serves under contract and establishes annual goal, which are approved by the Chancellor.

GENERAL DESCRIPTION

The College President is responsible for broad decision-making and has administrative authority and leadership responsibility for all aspects of the College programs, including: instructional and student services; supervision and evaluation of all staff; planning and budgeting; technology; outreach and public relations; as well as coordination with the sister college and District Services as delegated by the Chancellor. The Board of Trustees or Chancellor may modify, add and/or delete duties.

REPRESENTATIVE DUTIES

1. Assure compliance with Accreditation Standards as well as California Community College governance and budgetary regulations and processes at all levels: state, district, and college;
2. Exercise fiscal responsibility, strong financial acumen, and success in developing and implementing organizational efficiencies, cost-saving strategies and securing resources that would ensure the continuing development of College programs;
3. Seek alternative sources of revenue and successfully leverage resources through grants and partnerships for educational opportunities and/or programs;
4. Work with the college foundation;
5. Communicate and work collaboratively with others with information that goes both vertically and horizontally throughout the District, including the participatory governance process;

6. Plan effectively, implement strategies, and advocate for the College within a multi-college district structure;
7. Advise the Chancellor on District issues, programs, and services; as a member of the senior leadership team, recommend policy and implementing procedures for Board-adopted policies and/or procedures;
8. Fulfill labor contracts and work within a collective bargaining environment;
9. Work collaboratively with academic services and student services of the college;
10. Develop and maintain community involvement, create partnerships, and promote the values of the college;
11. Provide visibility and engagement as an administrator.

MINIMUM QUALIFICATIONS

California State-mandated minimum requirements for the position of President are an earned master's degree from an accredited institution and one year of formal training, internship, or leadership experience reasonably related to the President's assignment.

Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students.

APPOINTMENT

The College President shall be appointed by the Governing Board after appropriate consultation with the Chancellor and shall serve under the terms of an administrative contract.

NOTE: This class specification is not necessarily all-inclusive in terms of representative duties.