

Career Opportunity Announcement

ASSISTANT VICE PRESIDENT & DEAN OF STUDENTS



STUDENT AFFAIRS
VIRGINIA TECH.

YOUR OPPORTUNITY TO CHANGE THE WORLD

When is the last time you changed the world?

In Virginia Tech's Division of Student Affairs, that's exactly what we're doing every day—guiding, nurturing, and supporting students as they learn and grow into the leaders and world-changers of today and tomorrow. In order to do that though, we need the right people with the right skills in the right place at the right time.

Have you experienced a place that truly embraces the transformative power of education?

Virginia Tech is a public land-grant university, committed to teaching, research, and outreach to the Commonwealth of Virginia, the nation, and the world. Building on its motto of *Ut Prosim* (that I may serve), as an institution Virginia Tech is dedicated to InclusiveVT—serving in the spirit of community, diversity, and excellence. Likewise, as an employer, Virginia Tech is committed to developing well-rounded employees who are active members of the university community as well as the community at-large.

For our students and ourselves, the Division of Student Affairs believes that education transforms us all; and that changing the world requires courageous leadership and commitment to curiosity, integrity, civility, and service to others. Our culture is defined by a commitment to our [Aspirations for Student Learning](#).

Are you looking for a role where you can make an impact on both an individual and institutional level?

We're currently searching for our new **Assistant Vice President & Dean of Students** to join our Student Affairs team in Blacksburg, VA, and help lead our division and our university in: fostering an inclusive and supportive campus community, advocating for student well-being, and enhancing the student experience by leading critical services teams.



WHAT YOU'LL BE FOCUSED ON & HOW YOU WILL SERVE

Summary of Responsibilities

- Reporting to the Vice President for Student Affairs, this position is Virginia Tech's chief advocate for the student experience--serving as a bridge and liaison between students, leaders, and the broader campus community.
- Authentically representing the student voice as well as Student Affairs across multiple stakeholder groups, this position serves as a member of the Vice President's Council, the Student Affairs Leadership Team, co-leader of the Town-Gown Committee (in partnership w/Deputy Town Manager), convener of a high-level student advisory council, and member of the University Threat Assessment Team.
- Acting as the executive leader over four (4) departments, this position provides direct oversight and strategic leadership for the Dean of Students Office, New Students and Family Programs, Student Conduct, and Services for Students with Disabilities.
- Working closely with academic partners across the university as well as leaders within the community, this position supports the work of Virginia Tech Advantage and champions efforts to ensure ALL students (both on- and off-campus) in ALL communities (for Blacksburg as well as the extended campuses in Roanoke, Northern Virginia, etc.) flourish personally, socially, and academically--designing and deploying a progressive educational offering that is responsive to (and supportive of) ever-changing student needs.
- In coordination and collaboration with peers, colleagues, and stakeholders (both internal and external to the university), this position will work to proactively develop and deploy effective strategies aimed at optimizing student transitions, retention, and success.
- Supporting institutional priorities and acting as a key representative for Student Affairs, this position plays a key part in responding to, de-escalating, and assisting with managing student concerns and crises (serving as a key member of the institution's crisis response team). Additionally, this position will work to ensure compliance with institutional policies, state and federal regulations, and best practices in student affairs; and support development and engagement efforts in partnership with Student Affairs Advancement.



WHAT YOU WILL NEED TO BE SUCCESSFUL IN THE ROLE

Qualifications & Experience

- Master's degree in Higher Education Administration, Student Affairs, or a related field is required. (Doctoral degree preferred).
- Extensive leadership experience in higher education is required; including progressively responsible experience in student affairs or related fields, with a strong record of leadership and administrative oversight.
- Demonstrated ability to work effectively and develop positive working relationships with diverse constituents including staff, students, faculty, and the external community.
- Demonstrated ability and experience with evaluating program efficacy, assessing services, and using data to inform decision-making.
- Demonstrated knowledge of federal laws, regulations, and legal issues relevant to higher education, including FERPA, Title IX, and Clery Act; as well as federal and state laws governing disability rights and accommodations (ADA, Section 504, etc.).
- Demonstrated ability to navigate circumstances which require effective negotiation, mediation, and conflict resolution skills.
- Extensive knowledge of general business practices, fiscal management, and stewardship of funds.
- A passion for student success, well-being, interfaith initiatives, and program development, coupled with an unwavering commitment to fairness.
- A philosophy of caring deeply about students coupled with an ability to work comfortably with them during times of personal crisis.

Ideal Characteristics

- Adept at supervision, with a corresponding capability skillset which can effectively balance support, approachability, and accountability—fostering a healthy organizational environment that is responsive to, and effective at, serving the needs of both employees and students.
- Oriented towards collaboration, with a demonstrated ability to break down organizational siloes, develop meaningful stakeholder relationships, and forge strong partnerships across departments—showcasing an understanding and appreciation for the interconnected elements which intersect to provide a holistic experience for students.
- Confident and competent as a leader, with the ability to inspire and motivate both students and employees.
- Knowledgeable and seasoned as an executive, demonstrating excellence in: written/verbal communication, organization, program administration, and emotional intelligence--showcasing an ability to engage effectively across multiple and varied populations.
- Capable of navigating complex student issues with empathy, discretion, and fairness.
- Skilled in taking proactive approaches to student engagement such as innovative programming and support initiatives.
- Strong analytical and problem-solving skills to address challenges and implement strategic solutions.

WHAT WE CAN OFFER FOR YOUR TOTAL COMPENSATION PACKAGE

For this regular appointment, calendar-year position, Virginia Tech offers a generous compensation package (ranged from \$170,000-\$190,000) along with a [comprehensive benefits package](https://www.hr.vt.edu/benefits.html) (<https://www.hr.vt.edu/benefits.html>) which includes health insurance, paid leave, retirement, tuition assistance, Virginia Tech discounts, and so much more!

We believe it is important for applicants and employees alike to understand our decision-making process regarding compensation. For the sake of transparency, please note the following items:

- You'll see that this job has a posted salary range from \$170,000-\$190,000. This range represents the salary information we have gathered in our salary benchmarking research.
- In order to preserve internal fairness around compensation, we will be evaluating your salary offer to ensure it is competitive but appropriate given the market range; with the higher end of the range reserved for candidates who have significant experience at this level of a role.
- We know that salary is important, but it isn't everything when it comes to making a decision. So we encourage you to visit [this site](https://resources.apps.hr.vt.edu/TotalCompensation) (<https://resources.apps.hr.vt.edu/TotalCompensation>) to visualize what your total compensation package would look like if you are the selected candidate and visit [this site](https://www.newrivervalleyva.org/) (<https://www.newrivervalleyva.org/>) to see what life is like in the New River Valley.

To apply, please use this QR code or visit students.vt.edu/jobs

Initial review date is April 7, 2025.

Any nominations, recommendations, or confidential inquiries should be made to:
Jeff Cumberland (jcumber@vt.edu) or Enrique Noyola (enriquen@vt.edu)
Virginia Tech Executive Search



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For inquiries regarding non-discrimination policies, contact the Office for Civil Rights Compliance and Prevention Education at 540-231-2010 or Virginia Tech, 220 Gilbert Street, Suite 5200, Blacksburg, VA 24061.