



# North Orange County Community College District

invites applications and nominations  
for the position of



*President*  
Cypress College

## **THE POSITION**

The Board of Trustees of the North Orange County Community College District invites applications for the position of President, Cypress College. The President is the Chief Executive Officer of the college and reports to the Chancellor of the North Orange County Community College District.

## **PRESIDENT PROFILE**

The position calls for an individual with a record of proven leadership skills combined with a passionate commitment to a 21st century comprehensive community college mission and the ability to plan resource allocation to meet these goals during a period of dynamic change. The ideal candidate will be an innovative and proven leader who provides strong institutional stewardship, champions faculty excellence and staff success, and further strengthens Cypress College's commitment to student-centered experiences. The next President will be someone who advocates for diversity, equity, inclusion, accessibility, and anti-racism to support a culturally responsive environment that provides outstanding educational opportunities for all students, employees, and the surrounding community.

## **DUTIES AND RESPONSIBILITIES**

Under the direction of the Chancellor, plan, organize, coordinate, and direct the educational programs and activities of Cypress College in accordance with the district plan and the policies of the Board of Trustees; perform leadership duties in the administration of the college; supervise and evaluate the performance of assigned staff.

Formulate and articulate a vision of the college's future that addresses the evolving social, economic, and political forces that affect its mission and campus priorities, in which teaching, learning, student access, and student success are central to the college's mission.

Embrace diversity, equity, inclusion, accessibility, and anti-racism in all its forms as a college-wide value. Support the needs of students of diverse academic, cultural, socioeconomic, ethnic, racial, gender identity, sexual orientation, and disability backgrounds.

Provide leadership in college efforts to increase the diversity of faculty and staff to address student opportunity gaps and in the creation of a welcoming and inclusive work and educational environment.

Assist and promote the growth and success of a diverse population of students and employees through the development of interculturally competent and equity minded management and leadership abilities.

Maintain and build upon the excellence of the college's academic, career technical education and student services programs.

Provide support for staff development, curriculum, technological innovation, and administrative services.

Provide leadership to the campus planning bodies within the context of participatory governance; develop strategies for implementing the goals envisioned by the college and be responsible for an ongoing evaluation of progress toward these goals.

Serve as the primary advocate for the college at the district level and with the Board of Trustees for financial needs, policy issues, special projects, and the promotion of campus goals and accomplishments; establish relationships and work constructively with the leadership of Fullerton College, North Orange Continuing Education, and the district administration.

Provide strong student-centered leadership by addressing institutional barriers and creating a welcoming, inclusive, anti-racist, and engaging environment that provides multiple pathways to success for all students at the college.

Assure compliance with a variety of state and federal laws, the district plan, and the policies of the Board of Trustees.

Establish relationships and work constructively with government, civic, educational, and business/industry groups.

Direct the development, preparation, and implementation of the college budget; prepare recommendations as appropriate regarding budget allocations.

Focus on serving the whole student, facilitating the development of systems and structures that assist students in successfully navigating guided pathways for completion and lifelong learning.

Provide strong leadership and guidance with a focus on advancing and maintaining educational quality, access, and student success after the pandemic crisis. This will include building back enrollments and outreach efforts and adjusting instructional and support services delivery modalities to better meet the needs of students and communities served by the college.

Oversee the planning, construction, and utilization of college facilities.

Actively engage with campus donors and promote scholarship development and champion Cypress College Foundation.

Attend a variety of staff, Board, committee, and administrative meetings; participate in regional and state activities and organizations for developing community college education.

## **QUALIFICATIONS**

### **Minimum Qualifications**

Possession of a master's degree from a regionally accredited institution.

One year of formal training, internship, or leadership experience reasonably related to the administrators' administrative assignment.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

### **Desirable Qualifications**

Possession of an earned doctorate from a regionally accredited institution.

Five years of administrative experience in an executive position with decision-making responsibility.

Demonstrated ability to support the district/college efforts to increase faculty and staff diversity, and to address student opportunity gaps.

Prior experience in approaching work and interactions with colleagues and students in an equity-minded manner. Ability to provide an inclusive and welcoming work/educational environment.

Teaching experience, preferably with a demonstrated understanding of the importance of culturally relevant curriculum at the higher education level.

### **Desirable Characteristics**

#### **LEADERSHIP:**

Demonstrates personal/professional ethics and integrity in all behavior and relationships with a strong sense of transparency, fairness, and equity.

Understands the importance of interpersonal relationships and management skills to create a student-centered institution.

Willingness to make courageous decisions when needed to advance the priorities of the institution.

Promotes consensus building in an open, approachable management style that is inclusive, collaborative, and enthusiastic.

Creates an innovative vision for the campus in response to a dynamic environment.

#### **ORGANIZATIONAL CULTURE:**

Exhibits a thorough understanding of and commitment to the mission and vision of the California community college system and has experience in implementing statewide initiatives.

Takes a long-term view and builds a shared vision with others that is understood at all levels of the organization and acts as a catalyst for organizational change. Can inspire others to translate vision into action.

Fosters a just, equitable, inclusive, and welcoming environment to support the well-being and professional growth of employees. Demonstrated commitment to academic, artistic, and cultural freedom.

Creates a culture that encourages exploring new possibilities and innovative approaches that have significant potential to advance the college

#### **ACCOUNTABILITY AND GOVERNANCE:**

Understands the college president's role within the organizational structure of a multi-college district. Engages in a creative, innovative, and respectful manner with district and college leadership.

Demonstrated experience, understanding and ability to work collegially in participatory governance setting and collective bargaining environment.

Supports strategic goals and data-informed objectives to achieve accountability and efficient stewardship of the institution's resources (operational, financial, and human) in a manner consistent with systemwide objectives and initiatives.

Supports employee well-being and is committed to advocating for all employees in the essential elements of career, financial, physical, social, and mental health through staff development and mentoring.

#### **INTERPERSONAL AND COMMUNICATION SKILLS:**

Ability to establish relationships and work as a team member with college and district constituency groups.

Exhibits outstanding communications skills (oral and written), including the ability to present complex ideas and issues in a clear, concise manner. Listens attentively and seeks to understand others. Willing to accept and consider differing viewpoints.

Effective communication management in a district's multicultural/multilingual environment, with an approach that instills confidence and trust and has the impact of calming difficult or unexpected situations.

#### **DIVERSITY, EQUITY, INCLUSION, ACCESSIBILITY, AND ANTI-RACISM (DEIAA):**

Demonstrates achievement in promoting student enrollment, engagement, success, equity, retention, and well-being.

Focuses on serving the whole student and facilitates the development of systems and structures that assist students in successfully reaching their academic goals.



Experience effectively leading and fostering diversity, equity, inclusion, accessibility, and an anti-racist environment for students and employees.

Experience advocating for the success and support of Black/ African Americans, Latinx, Indigenous/Native Americans, Asian/Pacific Islanders, LGBTQIA+ community, persons with disabilities, and other groups of disproportionately impacted students and employees.

#### **PARTNERSHIP/RESOURCE DEVELOPMENT:**

Demonstrated ability in working and developing partnerships with organizations, such as K-12 districts, transfer partners, industries, government agencies, foundations, financial, civic, and cultural entities.

Experience in philanthropic and grant funding opportunities.

Experience effectively navigating the complexities of the community college policy, legal and accreditation environment.

#### **COMPENSATION**

This is an executive position that offers a competitive salary of \$257,838 - \$332,232 annually and benefits package, including participation in the California State Teachers Retirement System or California Public Employees' Retirement System.

- 100% employee medical premium coverage and a contribution toward dependent coverage (up to \$9,051.21 for one dependent or \$14,481.50 for two or more dependents annually)
- Fringe allowance to be used at employee's discretion (\$2,646.10 annually)
- Voluntary (Medical/Dependent Day Care) Flexible Spending Account
- \$50,000 life insurance benefit
- Deferred Compensation Program (403(b)/457 plans)
- Retirement Pension Plan (CalSTRS/CalPERS)
- Abundant Professional Development opportunities (receive up to \$3,500 annually)
- 20 paid holidays + paid vacation
- Cumulative sick leave
- Summer schedule (exceptions apply)
- Employee Assistance Program
- Environment that fosters diversity, equity, inclusion, accessibility, and anti-racism
- Progressive and innovative culture
- Opportunity to participate in various Faculty & Staff Associations

#### **APPLICATION PROCEDURE**

Nominations and applications will be accepted until the position is filled. However, to ensure consideration, the deadline is Friday, September 1, 2023, at 11:59 p.m. PST. All inquiries, nominations, and applications will be held in the strictest confidence.

To receive consideration, applicants must submit a complete application packet consisting of the following:

- A letter of application, preferably no more than five pages, which provides examples from your background and experience that address the Desirable; Qualifications/ Characteristics in this job announcement;
- A current resume of professional experience, educational background, and other pertinent information;
- Transcripts of all higher education course work (unofficial);
- A job description of your most recent position;
- A list of eight references, including two supervisors, two subordinates, (including a support staff member), two faculty (or equivalent) and two community members, one of which may be current or former student. Include cell phone, business phone, and e-mail addresses for each.

To be considered for the position all application materials must be submitted online. Follow the instructions to establish an account to submit your complete application packet.

<https://nocccd.peopleadmin.com/postings/6303>.

#### **For confidential inquiries, contact:**

Dr. Joan Smith  
Community College Search Services  
209-566-5421  
Joan.Smith@ccss.solutions

#### **For general inquiries regarding the application process, contact:**

Julia Davis, Human Resources Technician  
District Office of Human Resources  
North Orange County Community College District  
714-808-4814  
jdavis@nocccd.edu

#### **Equal Employment Opportunity**

The North Orange County Community College District (NOCCCD) does not discriminate on the basis of ethnic group identification, national origin, immigration status, religion, age, sex, gender, gender identification, gender expression, military and veteran status, marital status, medical condition, race, color, ancestry, sexual orientation, physical or mental disability, or any other characteristic protected under applicable federal or state law.

NOCCCD values a diverse workplace and encourages the following communities to apply: Black, Indigenous, People of Color (BIPOC), LGBTQIA+, women, veterans, and individuals with disabilities.

## SELECTION PROCESS

A search committee representing the constituencies of the district will evaluate applications and select a limited number of candidates for an initial interview. Applicant screening will begin in early September with initial interviews tentatively scheduled for October 4-6, 2023. Candidates selected for further consideration will be invited to interviews with Chancellor's Staff and the Board of Trustees and participate in an open campus forum tentatively scheduled for October 25-27, 2023.

Eligible expenses of candidates invited to interview(s) for travel from outside a 150-mile radius of the district will be reimbursed up to the limits allowed by district policy.

The successful candidate will be expected to be available for service within a mutually agreeable time after acceptance of an offer of employment and provide the following: official transcripts of all higher education course work and verification of experience (if necessary) prior to the first duty day; identification and eligibility for employment within three (3) days of employment pursuant to the "Immigration Reform and Control Act," provide fingerprints and proof of freedom from communicable disease pursuant to statute.

## CYPRESS COLLEGE

The ideal candidate will share Cypress College's commitment to diversity, equity, inclusion, accessibility, and anti-racism. The Cypress College student body is incredibly diverse, with over 46% Latinx, 24% Asian/Pacific Islander, 16% Caucasian, 4% African American, and 0.18% American Indian/Alaskan Native. Students from over 30 countries join our International Student program every year. The College believes in creating an inclusive and multicultural learning experience where faculty and staff from diverse backgrounds can contribute to the development of our students.

Cypress College is a 2023 Aspen Top 150 college, a 2021 and 2022 Equity Champion of Higher Education, is ranked 3rd in the nation (among community colleges between 5,000 and 15,000 students) for the quality of faculty/teaching and 1st in California (out of 114) in the 2018 and 2020 Best Community Colleges report by Niche.com. Cypress College epitomizes an environment of academic excellence. Whether it is career-technical studies such as our T-TEN program, a collaboration with Toyota Motor Corporation which is ranked #1 in the nation, or academic programs, such as English and ESL, where the success rate of our students is 15% higher than statewide averages, Cypress College sets the benchmark for excellence. Cypress College is designated as a Hispanic Serving Institution (HSI) and was awarded a DHSI Title V grant in 2019. The college is also eligible for designation as an Asian American, Native American Pacific Islander Serving

Institution (AANAPISI). Cypress College is proud of its many programs that serve our diverse student body, such as the Legacy and Puente programs, and our STEM (2) Program, which is one of only 11 community colleges in the nation to be acknowledged by NASA for supporting minority student populations in the STEM fields. The College also provides many avenues of support for our faculty and staff through networks that include Faculty Staff Associations.

College employees are guided by the five core values of Excellence, Integrity, Collegiality and Inclusiveness, centered in Equity. We are a Guided Pathways institution, and our comprehensive Student Services programs support and enhance strategic goals related to access, retention and persistence initiatives on campus. In partnership with instructional faculty, our student services staff and faculty strive to implement innovative strategies to ensure all students succeed and experience a culturally relevant environment on campus.

Cypress College is an equity-minded institution, committed to ensuring all students are supported on their academic journey. We proudly invest in our students' success, and we invite you to be a part of this celebrated and diverse community of learners. Buen Cypress! We Take This Journey Together. More information can be found at [www.cypresscollege.edu](http://www.cypresscollege.edu).

## NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Do you strive to make a difference in higher education? Are you looking for a rewarding career opportunity to be a part of our students' educational success and lifelong learning? If so, we invite you to join North Orange County Community College District. The District is renowned as one of the best two-year college districts in California. Located approximately 40 miles southeast of Los Angeles, California, the North Orange County Community College District (NOCCCD) serves approximately 60,000 students annually at three institutions: Cypress College, Fullerton College, and North Orange Continuing Education. Students can shape their futures in programs leading to associate degrees, a baccalaureate degree, career education certificates, and transfer opportunities. Life-long learning is also possible in continuing education programs that range from high school completion and basic skills mastery through an array of career education training and self-developed courses. The district's geographic boundaries encompass 155 square miles, taking in most of north Orange County and a small portion of Los Angeles County. The district's service area includes 18 cities and communities and 16 school districts. The NOCCCD campuses serve an area of over one million diverse people. The student population demographics, district-wide are: Latinx 47.2%; Asian 17.9%; White; 16.5%; African American 2.6%; Multi-Ethnicity 2.6%; Pacific Islander 0.3%; and American Indian/Alaskan Native 0.2%. The district is part of a regional higher education community that includes the California State University campuses at Fullerton and Long Beach, the University of California Irvine, and the Chapman University system.

### Board of Trustees:

Ryan Bent • Stephen T. Blount • Jeffrey P. Brown • Barbara Dunsheath • Ed Lopez • Jaqueline Rodarte • Evangelina Rosales  
Jesus Ramirez Jr., Cypress College Student Trustee • Chloe Serrano, Fullerton College Student Trustee

The North Orange County Community College District, in compliance with all applicable Federal and State laws, does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures, or practices.