

## **Director of Student Programs Office Boston College**

Boston College, a premier, Jesuit, Catholic university located in Chestnut Hill, MA, invites inquiries, nominations, and applications for the position of Director of Student Programs Office. Established in 1863, Boston College is dedicated to academic excellence and its Jesuit, Catholic tradition, and committed to the highest standards of teaching and research within its diverse learning community. As an institution of higher education that believes strongly in the integration of intellectual, personal, ethical, and spiritual / religious formation, the University fulfills its mission through a deep concern for all members of its community, which includes approximately 9,000 undergraduate and 4,800 graduate students from 50 states and 96 countries. The intentional, collaborative efforts of the diverse student body, faculty, and staff advance the richness of the Catholic intellectual ideal at Boston College. This is accomplished through exceptional learning experiences that prepare students for lives of citizenship, service, and leadership in a global society. Located six miles west of Boston on a 220 acre campus, Boston College offers undergraduate majors in liberal arts, sciences, management, nursing, and education, and graduate programs in education, law, management, nursing, social work, and theology and ministry. Boston College also offers extensive co-curricular opportunities through its student organizations to facilitate rigorous intellectual development and religious, ethical, and personal formation of its students.

Reporting to the Vice President for Student Affairs, the Director of Student Programs will provide leadership and management for a dynamic student affairs program that promotes the holistic development of students. Primary responsibilities include: the ability to create partnerships with Academic Affairs and the Division of Mission and Ministry to support student learning; the development of comprehensive student leadership and mentoring programs; and the strategic management, planning, and oversight of all student organization advising, including major events and late night programs. The Director will implement the strategic plan for student programs, consistent with the divisional strategic plan, in addition to developing a specific agenda for the Student Programs Office. The successful candidate will support student organizations and serve as liaison with university departments. Six professional staff and 10 to 15 undergraduate student employees and graduate assistants report to the Director.

The successful candidate will be an innovative, resourceful, dynamic professional whose work enhances the Jesuit, Catholic mission of Boston College; thus, an understanding of the intricacies of Jesuit, Catholic higher education in student affairs and a thoughtful approach to these matters are essential. The individual will embrace and advance the values of diversity and inclusiveness in all facets of student programming and advisement. He or she will possess a vision for expanding and enhancing leadership development and student mentorship in order to strengthen experiential learning opportunities for greater numbers of students. Organizational expertise, demonstrated staff supervision skills, a commitment to professional staff development, and the ability to articulate expectations for the office are vital to the position. Additional qualifications include excellent interpersonal, problem-solving, and communication skills in order to

capitalize on the strengths of staff and to involve them in the work and decisions of the division. The incumbent must understand the public nature of this position, be a confident spokesperson, and possess demonstrated effectiveness in making significant decisions regarding student programs and events. Candidates should possess a minimum of 7-10 years of increasing responsibility and leadership in student affairs at comparable institutions. A terminal degree is preferred.

Interested individuals should send a letter describing their interest in and qualifications for the position, a resume, and contact information including mailing and email addresses for five references. The packet should be sent electronically (Microsoft Word attachments preferred) to [leadership@wspelman.com](mailto:leadership@wspelman.com). The subject line in the email should be DSPOBC. Confidential inquiries will be received at 585.366.4329.

Documents that must be mailed should be sent to William Spelman Executive Search at 667 Midship Circle, Webster, NY 14580. Confidentiality will be maintained, and references will not be contacted without prior knowledge or approval of the candidate. For full consideration, all materials must be submitted by June 1, 2009. The process will begin immediately and will continue until the position is filled.

*Boston College is an affirmative action, equal opportunity employer.*