

# WCU

## WEST CHESTER UNIVERSITY

### Associate Vice President for the Student Experience & Dean of Students



# The Opportunity

**West Chester University** invites applications and nominations for the position of **Associate Vice President for the Student Experience & Dean of Students (AVPDOS)**.

Reporting to the Vice President for Student Affairs, the AVPDOS serves as a senior leader within the Division of Student Affairs and plays a vital role in the University's broader leadership structure. As a key member of the division's executive team, the AVPDOS collaborates closely with student affairs directors and institutional partners to advance student connection, belonging, and engagement, while continuously refining the overall student experience.

The Division of Student Affairs at West Chester University is committed to fostering a campus community where students build meaningful personal and professional connections, develop a strong sense of belonging, and engage thoughtfully with others. The AVPDOS plays a central role in advancing this vision through strategic leadership, program development, and a deep commitment to student success.

Serving as the second-in-command within the division, the AVPDOS provides leadership and administrative oversight for Student Conduct, Student Engagement, Student Experience, Residence Life and Housing, Student Connection and Belonging, and the University Union. The AVPDOS leads efforts to enhance student engagement and retention, foster a sense of belonging, and ensure alignment with best practices in student affairs while cultivating a supportive and inclusive campus environment.



# Key Responsibilities

## Student Engagement, Advocacy, and Campus Culture (30%)

- Foster an inclusive student culture that promotes respect for differences, accountability, and leadership development.
- Advocate for student needs, fostering a sense of belonging and community on campus.
- Provide leadership in student involvement, and advocacy, including guidance on time, place, and manner regulations.



## Crisis Management, Student Conduct, and Compliance (25%)

- Exhibit strong crisis management skills, with experience handling mental health issues, legal considerations, and emergency response.
- Oversee the establishment and training of hearing panels, ensure the fair adjudication of student conduct violations, and coordinate the division's response to student emergencies.
- Develop and implement protocols for responding to student crises, including mental health emergencies, natural disasters, and campus threats.
- Work closely with campus police, local law enforcement, and legal counsel on student safety, threat assessment, and compliance with laws affecting student affairs.
- Provide ongoing training for staff, faculty, and student leaders on crisis response, conduct policies, and student rights and responsibilities.



# Key Responsibilities

## **Leadership, Supervision, and Administrative Oversight (20%)**

- Supervise professional and administrative staff, as well as student assistants.
- Oversee departmental budget development, maintenance, and strategic utilization.
- Navigate complex situations requiring negotiation, mediation, and conflict resolution skills, with a strong understanding of fiscal management and general business practices.

## **Institutional Strategy, Policy, and Higher Education Awareness (15%)**

- Effectively engage with different stakeholders, including students, staff, faculty, and external community members.
- Demonstrate a track record of successfully implementing change, setting a vision for an office or department, and developing innovative programs that enhance student life.
- Balance daily operations with awareness of larger issues affecting higher education at regional, state, and national levels.
- Assist the Vice President by preparing reports, conducting analytical studies, and drafting, recommending, and administering policies.

## **Campus Climate, Activism, and Representation (10%)**

- Proactively address campus climate issues through open and collaborative leadership.
- Provide informed guidance on student activism, protests, demonstrations, and First Amendment rights.
- Support and contribute to the university's and division's values, vision, mission, and strategic initiatives.
- Serve on university, system-wide, local, regional, or national committees as appropriate.

# Qualifications

## Required Qualifications

- Master's degree required in student affairs and higher education, college student personnel, or a related field is required.
- 10 years of demonstrated progressive leadership experience.

## Preferred Qualifications

- Doctoral degree in higher education administration or a related field.

## Skills and Abilities

The successful candidate will be an experienced student affairs leader with a strong commitment to student engagement and student development.

- Demonstrated expertise in student involvement, student advocacy, crisis management, student development theory, and institutional policy development
- Proven ability to lead teams, manage complex operations, and navigate sensitive student issues
- Ability to forge strong partnerships with internal and external stakeholders, including students, parents and families, faculty, staff, senior leadership, donors, alumni, and members of the West Chester University community.
- Strong communication and interpersonal skills
- Commitment to fostering an inclusive and student-centered campus environment



# About West Chester University

Located on 409 beautiful acres in historic and charming West Chester, West Chester University is home to 14,300+ undergraduate and 2,800+ graduate students. This diverse and welcoming student body studies in one of seven colleges: College of Arts and Humanities, College of Health Sciences, College of the Sciences and Mathematics, College of Business and Public Management, College of Education and Social Work, University College, and the Wells School of Music. WCU currently offers 118 baccalaureates, 103 master's, and 4 doctoral degree programs taught by 710 full-time and 294 part-time faculty.

In addition to the main campus in Chester County, West Chester University has a location in Center City, Philadelphia. This location offers bachelor's programs in social work and business Management and a BSN for the registered nurse program. Three master's programs are offered in social work, public administration, and transformative education and social change.

WCU also serves its students and local community with speech/hearing, autism, reading clinics, and through a mental health clinic associated with the Psy.D. program; a planetarium; the library; and an extensive music library. The University provides unrivaled cultural opportunities to the Page 5 residents of Chester County and beyond. The performing and visual arts programs are among the best in the country. West Chester University has enjoyed great stability in enrollment, the budget, leadership, and its position as the flagship university for the PASSHE system. The university is consistently recognized for its affordability and the return students receive on their investment in higher education.

In the most recent update of the Carnegie Classification of Institutions of Higher Education, West Chester University was classified as a Professions-focused Undergraduate/Graduate/Doctorate Medium Institution with a Research Classification of Research 2: High Research Spending and Doctorate Production.

WCU is accredited by the Middle States Commission on Higher Education (MSCHE), and its programs by 20 accrediting bodies. The University's professional education programs are accredited by the Council for the Accreditation of Educator Preparation (CAEP) and approved by the Pennsylvania Department of Education. Recognized education programs are accredited by an additional nine organizations.



# The Borough of West Chester

West Chester University is in West Chester borough, which is the county seat of Chester County, PA. Chester County is ranked #1 Tech Hub in the state of Pennsylvania. West Chester is located 25 miles west of Philadelphia and 17 miles north of Wilmington, Delaware. Chester County residents are ranked as the wealthiest, healthiest, and best educated in the State of Pennsylvania. 94% of Chester County residents graduate from high school, and 48% of all residents have a bachelor's degree or better. Chester County is conveniently located close to several major metropolitan areas, including Philadelphia (32 miles), Baltimore (66 miles), Washington, DC (101 miles), and New York City (105 miles). The proximity to West Chester University creates many opportunities for travel, research, and conference attendance.



## Pennsylvania's State System of Higher Education



West Chester University is a proud member of Pennsylvania's State System of Higher Education—a university system that values collaboration and coordination in the delivery of high-quality educational opportunities across the Commonwealth. The State System is Pennsylvania's largest provider of higher education, serving more than 100,000 students through 14 universities.

# Application & Nomination Process

**Greenwood  
Asher &  
Associates®**

## How To Apply

Greenwood Asher & Associates is assisting West Chester University in this search. Applications and nominations are now being accepted.

Please submit full application packets [here](#).

Submission of resume and cover letter as PDF attachments is strongly encouraged. The search will be conducted with a commitment to confidentiality for candidates until finalists are selected.

Initial screening of applications will begin immediately and will continue until an appointment is made.

## Compensation

Salary will be competitive and commensurate with qualifications and experience.

### **Nominations and inquiries should be directed to:**

Julie Holley, Search Manager and Associate Vice President of Executive Search  
[julieholley@greenwoodsearch.com](mailto:julieholley@greenwoodsearch.com)

Ann Bailey, Senior Executive Search Consultant  
[annbailey@greenwoodsearch.com](mailto:annbailey@greenwoodsearch.com)

*West Chester University is committed to providing leadership in extending equal opportunities to all individuals and prohibits any form of discrimination and harassment on the basis of sex, race, color, age, religion, national or ethnic origin, sexual orientation, gender identity or expression, pregnancy, marital or family status, medical condition, genetic information, veteran status, or disability in any decision making regarding admissions, employment, or participation in a University program or activity in accordance with the letter and spirit of federal, state, and local non-discrimination and equal opportunity laws, such as Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments Act of 1972, The Age Discrimination in Employment Act, The Americans with Disabilities and ADA Amendments Act, The Equal Pay Act, and the Pennsylvania Human Relations Act. Questions or complaints regarding this policy statement should be directed to Tracey Robinson, Vice President for Access, Compliance and Engagement, located at 114 W. Rosedale Avenue, West Chester, PA 19382; email: [TRobinson@wcupa.edu](mailto:TRobinson@wcupa.edu); phone: (610) 436-2433.*

WCU offers of employment are subject to and contingent upon satisfactory completion of all pre-employment background checks.

The material presented in this leadership profile should be relied on for informational purposes only. This material has been copied, compiled, or quoted in part from West Chester University documents and personal interviews and is believed to be reliable. While every effort has been made to ensure the accuracy of this information, the original source documents and factual situations govern.