

# **Vice President for Fiscal Affairs & Chief Financial Officer**

## **Position Description**



# The Opportunity

Commonwealth University of Pennsylvania (CU) invites nominations and applications for a visionary leader for the position of Vice President for Fiscal Affairs & Chief Financial Officer (CFO). This role offers a unique opportunity to be a part of a dynamic institution committed to fostering academic excellence, enhancing student success, and driving innovation in higher education. The university is seeking an experienced and creative fiscal affairs leader with the strategic management qualities to build on the institution's reputation for innovation and student-focused approaches, leveraging the excellent reputations of its legacy universities to take CU to even higher levels of student success and financial sustainability. The exceptionally qualified and committed faculty and staff take pride in delivering outstanding academic and life experiences to students through personalized attention and small classes, all taught by faculty members. Students also benefit from the flexibility to leverage faculty expertise across CU's multiple locations through innovative technologies that support hybrid modalities. The next CFO will express a passion for the mission of public education and will understand and embrace the important social, cultural, and economic roles public education plays in the region and state. Equally important is the need for the CFO to uphold the highest standards for intellectual inquiry and be an enterprising and collaborative leader committed not only to the success of Commonwealth University, but also to shaping the future of higher education.

# The Role of Vice President for Fiscal Affairs & Chief Financial Officer

The Vice President for Fiscal Affairs & Chief Financial officer is responsible for providing impactful leadership, strategic planning and leadership, creative problem solving and holistic oversight for all fiscal affairs for Commonwealth University of Pennsylvania, inclusive of CU locations.

The Vice President for Fiscal Affairs and Chief Financial Officer (CFO) serves as a key advisor and strategist to the university President. The CFO plays an integral and collaborative role with the university senior leadership team and will lead the offices of: Accounting Services, Budget, Organizational Management and Position Budget Management (PBM), and Student Billing. The VP/CFO must be an accomplished strategic finance leader, possess the skill set to lead across multiple financial and administrative areas, possess the ability to communicate effectively in public, implement a broad vision for Fiscal Affairs and the fiscal sustainability plan for the university, capable of handling many competing interests and details, and supervise a large and diverse staff.



## **Leadership:**

- Collaboratively work and communicate with Cabinet leadership and President in developing and aligning institutional priorities with University's Strategic Plan;
- Advise the university President on all university fiscal matters and the financial impact of fiscal and business operational issues and decisions;
- Maintain continuous lines of communication, keeping the university President informed of all critical issues related to finance;
- Adhere to, and foster exacting standards of ethical conduct, compliance with all applicable laws and regulations, university and State System policies and appropriate financial oversight and controls; and

- Instill trust, open communication, and empower staff to lead and develop department goals that align with the Fiscal Affairs Division goals and across the broader organizational structure of the university.

### **Planning and Operations**

- Provide forward-thinking, opportunistic leadership in the planning, implementation, and management of customer-focused financial services in support of the university's mission;
- Orchestrate a unified finance strategy and its administration across a complex organization to ensure alignment, collaboration, and effective support of the university mission, vision, strategic plan;
- Partner with university leadership, especially fellow vice presidents, to identify strategic fiscal opportunities that improve the overall fiscal sustainability of the university;
- Coordinate the development of the university operating budget and Comprehensive Planning Process (CPP) submissions to the Office of the Chancellor in support of long-range and fiscally sustainable financial planning projections and models;
- Conduct financial analysis and planning to best position the university for long-term financial sustainability and delivery of programs that optimize student success;
- Review, and deliver timely and accurate university budget (CPP) and financial statements; and
- Ensure the development, implementation, and oversight of programs, policies, and internal controls for improved efficiency, effectiveness, and performance.

### **Other**

- Represent all university matters of fiscal affairs interest to the Office of the Chancellor;
- Provide impactful leadership and support to divisional managers to ensure efficient and strategic operations are occurring within Accounting Services, Budget, Organizational Management/PBM, and Student Billing. Provide financial guidance to and collaborate with all university operations, including but not limited to Academic Affairs, Auxiliary Operations, Enrollment Management, University Administration , Advancement, Facilities, Information Technology; and the President's Office;
- Mentor and develop Fiscal Affairs staff using a supportive and collaborative approach, assign expectations, set objectives, establish priorities, and monitor/evaluate results;

- Strategic management of the billing and collection of university tuition and fees with goal of maximizing revenue while providing payment plan strategies that provide affordable payment plan options for students and parents;
- Serve as administrative liaison to the Council of Trustees Administration and Finance Committee. Effectively communicate and present critical financial matters at Council of Trustees meetings;



- Serve as administrative liaison to the University Senate Fiscal Affairs Committee;
- Support risk assessment and compliance including but not limited to: IT and cyber security, Student Information, FERPA, contracts, grants, facilities & maintenance, campus hazards, financial risks, etc.;
- Serve as a member of the campus emergency response staff within, and part of, the University emergency operations center (EOC), a central command responsible for carrying out the principles of emergency preparedness, emergency response, support and emergency or disaster management functions at a strategic level during a high-level planned campus events or emergencies. Role includes participation in trainings and annual exercises related to the assigned incident command (IC) role, and the needs of the University to ensure the continuity of operational capabilities during any significant event;
- Exemplify commitment to diversity, equity, inclusion and belonging that is visible and actualized; and
- Promote a culture of accountability, high performance and continuous improvement that values learning and a commitment to quality.

# Professional Qualifications and Personal Qualities

The next Vice President of Fiscal Affairs & Chief Financial Officer for Commonwealth University will first and foremost demonstrate a living, active commitment to the University's academic mission and the students it serves. The ideal Vice President of Fiscal Affairs & Chief Financial Officer will possess:

- A master's degree in accounting, finance, business, public administration, or a related field;
- Extensive executive-level leadership experience in the areas of finance/accounting and budget;
- Ten (10) years progressively responsible administrative experience in accounting, budgeting, and strategic planning in a complex organization;
- A minimum of five (5) years of supervisory experience;
- A minimum of three (3) years of experience in a unionized environment is highly preferred;
- CPA/CMA is highly preferred;
- High integrity and trustworthiness, as evidenced through providing sound, consistent, and ethical financial counsel based upon the knowledge of financial and legal best practices and PASSHE requirements;
- Executive-level accounting and budget experience in higher education and knowledge of the laws and regulations of the Commonwealth of Pennsylvania, as they apply to higher education, are preferred;
- The ability to establish and maintain effective relationships with students, faculty, staff, donors, Trustees, and the public;
- Ensure a quality experience for students while applying budgetary and fiscal planning and prioritization techniques within financial constraints;
- Comprehensive understanding and proven success in navigating the complex challenges of higher education, encompassing aspects such as ensuring affordability and student access. Collaborating with fellow vice presidents and senior leaders, implementing enrollment management and retention strategies, and creating a student-centric information technology environment that enhances the student



experience through technology-driven solutions for learning, communication and support services;

- Substantial experience with strategic planning, including a readiness to provide leadership for institutional planning, and the ability to articulate a shared leadership vision and engage others in its implementation;
- Experience in effective servant leadership through strong interpersonal skills, including the eagerness to cultivate robust working relationships with colleagues across all areas of the University;
- Strong communication and active listening skills that fosters trust and mutual respect, in addition to an ability to demonstrate decisiveness and the capability to effectively lead complicated and difficult discussions, guiding them to a prompt resolution;
- Possess a profound understanding and respect for diversity, equity, inclusion and belonging, recognizing their significance in fostering academic excellence. The candidate should demonstrate a history of working effectively with diverse communities and exhibit a strong commitment to Commonwealth University's mission and values, with the ability to articulate its mission and goals persuasively; and
- Consistent dedication to the promotion of a high-performance culture and continuous improvement that values learning and a commitment to quality.



# About Commonwealth University of Pennsylvania

[Commonwealth University of Pennsylvania](#) (CU) was formed in March 2022 through the statutory integration of Bloomsburg, Lock Haven, and Mansfield Universities that are part of the [Pennsylvania State System of Higher Education](#) (PASSHE) to become one of the largest universities within the PASSHE system. This integration has been groundbreaking in Pennsylvania and has received national recognition. The CFO will be at the forefront of continuing to shape the future of this university with a unique opportunity to lead transformational change at CU and across higher education.

CU is a high-achieving, nationally recognized, comprehensive university that delivers a personal and challenging academic experience. Under the leadership of Interim [President Dr. Jeffery Osgood, Jr.](#), CU has entered a phase of renewed excitement and commitment to its mission, which is centrally focused on students and providing a learning environment where both undergraduate and graduate students can grow in a supportive environment that promotes exploration and discovery.

The university's innovative and accredited [academic programs](#) are the sum of three distinct colleges: the College of Arts, Humanities, Education, and Social Sciences; the College of Health, Science, and Technology; and the Zeigler College of Business. All locations of Commonwealth University are situated in beautiful rural regions of central Pennsylvania. CU – Bloomsburg is the largest of CU's campus communities with nearly 7,200 students. Bloomsburg is located two hours northwest of Philadelphia off Interstate 80. CU – Lock Haven is home to more than 2,600 students and is located along the picturesque Susquehanna River, just south of Williamsport off U.S. Route 220. CU – Mansfield, located in the rolling Endless Mountains of the Northern Tier of Pennsylvania between Williamsport, PA, and Corning, NY, is the smallest of CU's campus communities with an enrollment of 1,300 students. CU also has a campus in Clearfield, approximately one hour to the west of CU – Lock Haven.



## Mission

Our hard-working and determined students are at the heart of everything we do. Commonwealth University leverages the power of Bloomsburg, Lock Haven, and Mansfield to provide affordable, high-quality education emphasizing high-impact practices, personal and career connections, and inclusivity supporting all learners to succeed in our region and beyond.

## Vision

Commonwealth University will be a premier regional public institution that supports and prepares all students for success in the global workforce by providing an accessible and transformative educational experience.

## Values

- Student-Centered
- Welcoming & Inclusive
- Accessible
- Innovative & Exceptional
- Collaborative
- Resilient



## Strategic Plan

### Strategic Priority Areas

- Academic Excellence and Innovation
- Student Success
- University Success
- Welcoming and Inclusive Community

### Core Commitments

- Diversity, Equity, Inclusion, and Belonging (DEIB)
- Strategic Communications
- Thriving Students, Faculty, and Staff

For more information, please visit [www.commonwealthu.edu/strategic-plan](http://www.commonwealthu.edu/strategic-plan)

## Bloomsburg Campus

On the northern bank of the Susquehanna River in Northeastern Pennsylvania, you'll find Bloomsburg — a campus built on a hill rising above the only town in PA. Here, you have plenty of places to find yourself or simply experience things from a different perspective. Onward to a lower campus conveniently designed for you to live steps away from dining options, learning spaces, and an open Academic Quad anchored by an "Insta worthy" fountain. Then upward ... you'll find a scenic upper campus beautifully laid out for you to exercise, compete, and invoke that Husky Spirit giving us a distinct home-field advantage.

### Fast Facts

**Location** – Northeast Pennsylvania

**School Size** – Large Campus

**Mascot** – Huskies

**Founded** – 1839

**Career Outcomes** – Employers value a Bloom degree, and the person who earned it. 99% of new Bloomsburg alumni are employed or enrolled in graduate school within a year of graduation

Bloomsburg, PA is a small, historic town located within Columbia County and is home to just over 12,000 residents. Bloomsburg is a “college town” and strives to provide a welcoming, inclusive, and equitable environment for all. The town boasts a rich economic history, a diverse economy, and a vibrant downtown community of small businesses from shops to bars and eateries.





## Lock Haven Campus

Set along the Susquehanna River overlooking signature Central Pennsylvanian shops and places to eat, Lock Haven campus is perfectly situated to find a new point of view or simply see things from a different perspective. A perfect spot? Our levee riverwalk — a nice jog or fun bike ride steps from campus leading to Insta-worthy backdrops, especially in the fall. And if you find yourself a little lost, no worries, the campus bell tower is always within earshot ... a landmark to guide you home through your first year to your last, a comfort you'll certainly capture on your phone under the neighboring Lock Haven archway on graduation day and each time you return as an alum.

### Fast Facts

**Location** – Central Pennsylvania

**School Size** – Midsize Campus

**Mascot** – Bald Eagles

**Founded** – 1870

**Career Outcomes** – Soar higher at the Haven! 98% of recent Lock Haven graduates were employed, in the military, or pursuing graduate school within six months of graduation.

Centrally located in Pennsylvania, Downtown Lock Haven offers a friendly environment for simple yet fulfilling living. That has affordable housing, a broadening institution of higher learning, strong and growing public and private schools, trusted health care institutions, safe streets and easy commutes to larger metropolitan areas to the north, south, east and west.





## Mansfield Campus

At the heart of our picturesque campus in Northcentral Pennsylvania is the iconic North Hall, which features a six-story atrium, houses our library and the cutting-edge Virtual Reality Lab where you can immerse yourself in a new way of visual learning. South Hall Mall is the center of campus, a popular spot for impromptu student activities anchored by — you guessed it — South Hall and Manser Dining Hall. Pass through here on your way to class, hang out with friends, or grab lunch to go. Feeling adventurous? Lambs Creek Bike and Hike Trail is just a jog or bike ride from campus. Or hop in the car for a quick ride to the Pennsylvania Grand Canyon for some Insta-worthy photos, especially in the fall.

### Fast Facts

**Location** – Northern Pennsylvania

**School Size** – Small Campus

**Mascot** – Mountaineers

**Founded** – 1857

**Career Outcomes** – With a 97% career outcomes rate, Mansfield showcases strong employment and continued education success among graduates. The majority found work in their chosen fields or pursued further studies within a year of graduation.

Mansfield, PA, nestled in the scenic Tioga River Valley, offers a small-town atmosphere enriched by its historical roots and vibrant community. With its picturesque surroundings and proximity to outdoor recreation like the Pennsylvania Grand Canyon and Hills Creek State Park, Mansfield is the perfect blend of rural tranquility and vibrant campus life.



# Nomination and Application Process

## Compensation

Salary will be competitive and commensurate with qualifications and experience.

## How to Apply

Greenwood Asher & Associates® is assisting Commonwealth University of Pennsylvania in this search. Applications and nominations are now being accepted. The search will be conducted with a commitment of confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made. **For best consideration, please submit application materials by October 10, 2025**

Application materials should include:

- A letter of interest that clearly states the applicant's qualifications for the position
- A current résumé/curriculum vitae

**Please submit materials (as separate PDF files) to [CommonwealthUVPFA@greenwoodsearch.com](mailto:CommonwealthUVPFA@greenwoodsearch.com)**

Inquiries, questions, and nominations regarding this opportunity should be directed to Julie Holley and Denice Perdue with Greenwood Asher & Associates®.

Julie Holley, Associate Vice President of Executive Search  
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# Greenwood Asher & Associates®

## Greenwood Asher & Associates

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