



Associate Vice Chancellor/Associate Vice President for Student Affairs

Position Description





The Opportunity

The University of Houston (UH) seeks an exemplary leader to serve as the Associate Vice Chancellor/Associate Vice President for Student Affairs (AVC/AVP). Reporting directly to the Vice Chancellor/Vice President for Student Affairs, the Associate Vice Chancellor/Associate Vice President is a member of the Division of Student Affairs (DSA) senior leadership team. The AVC/AVP serves as the “number two” in the DSA and provides leadership, strategic vision, organization, and administrative oversight of campus-wide programs, services, and operations for the following units and functional initiatives/areas: strategic planning and assessment, marketing and communication, business services, information technology, student success initiatives, academic and faculty collaborations, advancement, emergency management, student housing initiatives, and student affairs committees.

About the University of Houston

Our Chancellor and President said it best. “Our dream is to build a powerhouse, and all of us are part of this dream. If you want to make a generational impact...if you want to be part of the solution — this is your chance. This is our chance.”

The University of Houston is a powerhouse of innovation, learning, and discovery in the nation’s fourth-largest city and one of the world’s most dynamic regions. Founded in 1927, UH is the largest public research university in Houston and the third largest in Texas, serving nearly 48,000 students across its flagship campus in Houston and campuses in Katy and Sugar Land. Through 16 colleges, the University offers more than 300 undergraduate, graduate, doctoral, and professional programs, preparing leaders to thrive in the global economy.

Designated a Carnegie R1 institution for the highest level of research activity and home to a Phi Beta Kappa chapter for excellence in undergraduate education, UH reported \$239 million in research expenditures in FY 2024. The University leads more than a dozen national research centers — supported by over \$20 million in sponsorships in areas such as energy, psychology, superconductivity, laser mapping, and homeland security — and supports seven university-level centers and numerous core research facilities. Faculty include members of the National Academy of Engineering, National Academy of Sciences, American Academy of Arts and Sciences, and National Academy of Inventors.

Governed by the UH System Board of Regents, UH is one of the most culturally dynamic major research universities in the nation. With state-of-the-art facilities such as the Technology Bridge innovation hub and UH’s Arts and Health Districts, UH drives discovery, fosters creativity, promotes health and education, and transforms communities locally and globally.

UH AT A GLANCE

332,899

Total Alumni

46,000+

Students

#36

Ranked Social Mobility

\$232M

In Research Expenditures

166

Conference Championships

895

Acres over 4 locations

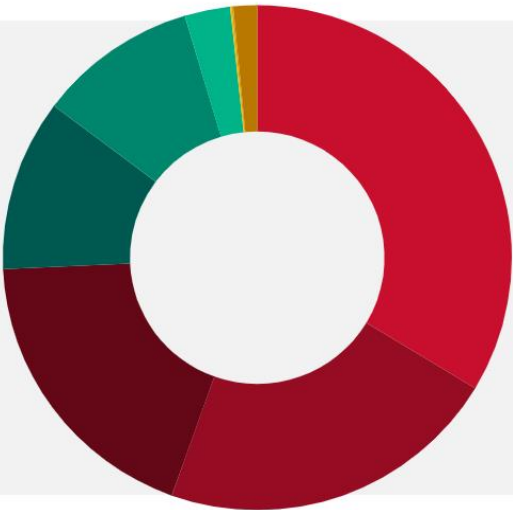
UH Division of Student Affairs

The mission of the University of Houston is to connect potential with opportunity. The University draws strength from its commitment to transform lives and communities through education, research, service, and innovation in a real-world setting. With the overarching vision of building a Top 50 Public University, UH is an engine for discovery, conversation, and change that informs and leads local, state, national, and global partnerships.

The [Division of Student Affairs](#) brings the University's mission to life by offering a wide range of services, programs, and activities designed to energize campus life, enrich the learning experience and support the growth of the whole student. Led by [Dr. Paul Kittle, Vice President for Student Affairs](#), the Division of Student Affairs is on an exciting path, establishing its vision for the future as a Tier One university supporting student success. UH students begin and end with the DSA. Students learn to take charge of their educational processes, find support services, discover ways to stay healthy, engage with their many involvement opportunities, and may choose to live on campus.

BY THE NUMBERS

Student Support



Student Body Composition

Students come to UH from more than 137 nations & from across the world. Full list of student composition.

33.6% Hispanic	10.1% International
21.8% Asian American	2.9% Multiracial
18.8% White	0.1% Native American
11% African American	0.1% Hawaiian/Pacific Islander



Duties and Responsibilities

Representative duties and responsibilities of the AVC/AVP role include, but are not limited to, the following:

1. Provide leadership, strategic vision, organization and administrative oversight of campus-wide programs, services, and operations for the following units and functional initiatives/areas: Strategic Planning and Assessment, Marketing and Communication, Business Services, DSA Information Technology, Student Success Initiatives, Academic and Faculty Collaborations, Advancement, Emergency Management, Student Housing Initiatives, and Student Affairs Committees.
2. Assist the Vice Chancellor/Vice President for Student Affairs with the coordination of student services and student support activities provided by student affairs units at the University of Houston System institutions.
3. Lead the development, execution, and assessment of strategic initiatives that support division goals and advance institutional priorities.
4. Develop a culture of innovation by identifying opportunities for continuous improvement and integrating best practices across the Division of Student Affairs.
5. Serve as the division liaison to the Faculty Council and serve on select committees. Direct the divisional efforts regarding the enhancement of campus community through the development of policies, procedures, programs, and services.
6. Establish collaborative relationships and partnerships with academic affairs, administration, and finance, university departments, student organizations, community members, and other stakeholders regarding student success initiatives, including the First-Year Experience and the Faculty in Residence program.
7. Provide administrative support to Residential Life and Housing to help create a more residential campus and achieve Carnegie residential status and effectively foster a student life program that enables students to maximize their experience through engagement, participation, community development, and leadership opportunities.

8. Manage and direct the divisional strategic planning and assessment efforts focusing on student learning outcomes in support of the University's mission and stated priorities regarding student learning and student success.
9. In collaboration with the Division of University Marketing and Communications, manage and direct the divisional marketing and communication plans, serve as the liaison with UMC, and oversee external and community partnerships and collaborations.
10. Foster the division-wide efforts regarding student engagement and persistence to support student success and serve as the division liaison with Enrollment Management.
11. Serve as the division liaison with University Advancement in coordinating all fundraising and grant development initiatives for the Division of Student Affairs.
12. Demonstrate a keen understanding of business operations and organizational systems, processes, departments, and functions that enhance desired outcomes. Coordinate and collaborate with the unit directors and the Business Services Division Administrator to develop budgets, monitor expenditures, and ensure effective stewardship of finances and resources.
13. In conjunction with the Associate Vice President and Dean of Students, serve as the divisional liaison with the UH Police Department and Environmental Health and Emergency Preparedness. Manage and direct the Emergency Management plans for the Division of Student Affairs and serve on the UH Emergency Management Committee.
14. Serve as a member of University committees as assigned.
15. Represent the division in the absence of the Vice Chancellor/Vice President.
16. Perform other job-related duties as required.

Qualifications

Education

- Required: Master's degree or equivalent formal training in a recognized field of specialization that is directly related to the type of work being performed.
- Preferred: Doctorate.

Experience

- Required: Minimum of seven (7) years of direct job-related experience.
- Preferred: More than 10 years of experience in progressively responsible positions in student affairs, student life, or similar divisions.



About Houston, Texas

[Houston](#) is a great global city. Over the past two decades, Houston has evolved into a diverse, vibrant metropolitan area with a robust economy and an unparalleled quality of life. Now the nation's fourth-largest city, Houston is home to one of the world's youngest, fastest-growing, and most diverse populations—one in four residents is foreign-born. Between 2015 and 2024, the region experienced a growth of 1.14 million people, the fastest rate among the 10 largest U.S. metropolitan areas.

In addition, Houston is a leader in the energy transition and continues to broaden its role in energy innovation. Houston is also a global hub for health care innovation— anchored by the Texas Medical Center, the largest medical complex in the world. The city is home to over 500 digital technology companies and an aerospace community that is flourishing based on a close partnership between NASA and private space companies, transforming its connection to space exploration.

Houston exudes a cosmopolitan and down-home vibe. The city's relatively compact Downtown includes the Theater District, home to the renowned Houston Grand Opera and Alley Theatre, and the Historic District, with 19th-century architecture and upscale restaurants. With an incredibly rich quality of life with winning sports teams, world-renowned cuisine, one of the largest collections of top-rated museums and cultural activities in America, and a low cost of living in addition to no state income tax—Houston is truly a great place to call home.

Nomination and Application Process

Greenwood Asher & Associates is assisting the University of Houston in this search. Applications and nominations are now being accepted. For a full application package, please submit a cover letter and CV to UHStudentAffairs@greenwoodsearch.com.

Submission of materials 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. For best consideration, materials should be submitted no later than **October 8, 2025**.

Nominations and inquiries should be directed to:

Dr. Jim Johnsen

Vice President of Executive Search & Search Manager

Email: jimjohnsen@greenwoodsearch.com

Cell: 850.867.8911

Dr. Ann Bailey

Senior Executive Search Consultant

Email: annbailey@greenwoodsearch.com

Cell: 850.830.5169

The University of Houston System and its universities are Equal Opportunity Institutions. Everyone is encouraged to apply.