



EXECUTIVE SEARCH

Assistant Vice Presidents for Finance & Administration





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Lander University, a comprehensive regional public university in South Carolina, seeks two experienced administrators and proven leaders to serve as **Assistant Vice Presidents for Finance and Administration (AVP)**. Applications and nominations are being accepted.



THE OPPORTUNITY

Lander University seeks accomplished financial and business professionals who are committed to ensuring excellence in an environment that values honesty, openness, courtesy, and respect. The division consists of over 150 employees serving most administrative functions for the institution. Reporting to the Vice President for Finance and Administration (VPFA), the AVPs will be assuming a number of departments within the division. The duties and responsibilities can shift based on the expertise and growth expectations of the selected individuals, in concert with the institution's needs.

The AVPs provide operational leadership in support of the VPFA and to the functional units assigned. The positions are intended to help create policy and improve operational processes that move the institution forward and produce greater efficiencies. The AVPs will be positioned at the top of the division, serving just under the VPFA, and will oversee a number of departments based on the skills and abilities of the chosen candidates. For example, the AVPs will assist the VPFA with responsibilities for developing, recommending, and implementing fiscal policy, debt financing, and internal controls to ensure the fiscal integrity of the University.

Areas of responsibility for the VPFA, which may be partially assigned to the AVP positions, include Accounting, Internal Controls, Budget, Business Office, Payroll, Student Employment, Student Accounts, Events Management, Facilities Management, Equestrian Center, Food Services, Information Technology Services, Human Resources, University Police and Parking, Transportation, Printing Services, Post Office, Procurement, and Campus Bookstore.

The AVPs will be an invaluable part of a dynamic team. The right individuals will help the VPFA further develop the division and better align its operations with the strategic initiatives of the institution.



Lander University

Mission Statement

Lander University offers high-demand and market-driven programs to ambitious and talented students in South Carolina and beyond. These programs are delivered in a rich liberal arts environment to produce highly qualified and marketable graduates.

Duties and Responsibilities:

- Develop and update campus finance and administrative policies and procedures to reflect best practices.
- Introduce technologies to advance operations through improving and expediting processes while simplifying the end-user experience. Assist in the implementation of various solutions.
- Prepare deadline-sensitive reports and resolutions for the Board of Trustees and internal and external stakeholders.
- Assist in the oversight and management of an enterprise budget of approximately \$115 million and work collaboratively with the University's administrators, faculty, and staff in budget development with the Director of Budget.
- Provide leadership in the development and management of fiscal policies, procedures, disaster recovery, and internal processes to ensure compliance with all state, federal, and grantor requirements.
- Assist in the creation of a Sponsored Programs department to help the institution seek and manage more grant opportunities.
- Prepare financial statements and reports for use by executive management and the Board of Trustees.
- Develop and maintain systems of internal controls to safeguard assets of the University and oversee post-award federal awards and programs.
- Serve as an operational liaison to the University's audit firm, assisting with developing an audit plan and reporting on audit matters.
- Oversee cash flow management and cash management policies.
- Provide assistance and guidance to the Lander University Police Department with aspects of public safety, including emergency management and the further development of an Emergency Response Plan.
- Negotiate, manage, and approve contracts for the University, ensuring compliance with procurement regulations.
- Assist in the development and timely execution of major institutional procurements, including RFPs, IDQs, and sealed bids.
- Review operational efficiencies on a continual basis and seek to improve services, processes, and responsiveness to students, faculty, staff, administration, and external constituents.
- Work collaboratively with campus departments to support the achievement of enrollment, financial, and other strategic plan goals.
- Aid in the implementation and maintenance of information technology resources, including enterprise resource planning software systems, hardware, and other IT infrastructure and security measures.
- Provide leadership for daily management and operations of campus business and auxiliary functions.
- Oversee expense tracking and contracting for construction projects, including new construction, operational projects, and major renovations.
- Manage the University's analysis for food service, working directly with the contractor's representatives and other leadership in evaluating reporting to ensure the accuracy of contractual payments made to the University and the efficiencies of the dining hall, retail operations, and ancillary supports offered by the food service vendor.
- Work closely with the University's VPFA and outside counsel regarding contractual, personnel, and other legal matters.
- Evaluate and utilize a creative variety of financing and revenue-generating techniques, including public/private partnerships.

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Successful candidates will bring the following experiences, qualities, and commitments to the position:

- Strong analytical, evaluative, and problem-solving abilities.
- A clear and demonstrated record of outstanding leadership, a strategic creative perspective, and personal and professional ethics.
- Experience in higher education setting is preferred.
- Excellent oral and written communication skills.
- Significant supervisory/management experience.
- Demonstrated ability to work collaboratively as a member of a senior management team.

Candidates must have a bachelor's degree. Three years of experience, including financial and administration experience, preferably in higher education and a master's degree in a field such as Business, Accounting, or Public Administration are preferred.

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Lander University Leadership

President Richard E. Cosentino

Richard E. Cosentino, Ph.D., began his tenure as Lander University's 12th president on July 1, 2015. He has over 30 years of experience in higher education as a senior administrative and financial executive and a background in fundraising, enrollment management, and governmental relations.

Dr. Cosentino came to Lander from the University of North Carolina at Pembroke (UNC-P), where he was the Vice Chancellor for Finance & Administration. He was responsible for strategic management and leadership in over a dozen areas, including budget and financial planning, information technology, human resources, risk management, procurement, and facilities management. A native of Baltimore, MD, Dr. Cosentino has a Bachelor of Science in business administration with a major in finance and a Master of Business Administration with a major in strategic financial planning from the University of Baltimore in Maryland. He earned a Ph.D. in engineering from The George Washington University (GWU) in Washington, D.C.

Prior to UNC-P, Dr. Cosentino was an Assistant and Associate Vice President for Finance and Administration at GWU and Vice Dean for Finance and Administrative Affairs in the university's School of Engineering and Applied Science. He also worked as a Senior Budget Manager at Johns Hopkins University School of Medicine and as a Senior Administrator and Director of Budget and Finance at the University of Maryland School of Medicine. He has presented at national conferences, addressing contemporary issues affecting higher education. His particular interest is the fielding of complex enterprise class systems in higher education environments.

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Lander University

Established in 1872, Lander University is experiencing unprecedented growth, as evidenced by a 26% increase in freshman enrollment over the previous fall, and over 60% increase since Dr. Cosentino's arrival. More than 91% of Lander's students are South Carolina residents, with every county in the state represented.

Ranked third among regional public colleges in the South by *U.S. News and World Report*, Lander offers more than 60 areas of study, including 16 signature academic programs in fields that are emerging and in high demand. In addition to its academic programs in Arts & Humanities, Behavioral & Social Sciences, Business, Education, Science & Mathematics, and Nursing, the University has an Honors College that offers academically accomplished students challenges both inside and outside the classroom.

A robust selection of pre-professional programs is offered in dentistry, law, medicine, occupational therapy, optometry, pharmacy, physician assistant, and veterinary medicine. Students also can participate in a variety of study abroad opportunities, from Central and South America to Europe, Asia, and beyond.

The University has more than 500 full- and part-time faculty and staff. The campus is a close-knit community of professionals who work together toward the same goal of providing the best educational experience for students.

Lander's athletic teams are continually ranked in the top 25 in the country and are highly competitive in the Peach Belt Conference and NCAA Division II. Lander student-athletes also score high in the classroom, as many are listed on the Peach Belt Conference Presidential Honor Roll.

For additional information, visit the University's website at www.lander.edu.



Greenwood, South Carolina

Lander University is located in Greenwood, a beautiful, thriving county of some 70,000 residents nestled in South Carolina's Upstate region. The city has a high quality of life with affordable quality housing and public and private schools. The area offers 100-plus restaurants, shopping malls, an art center, community theatre, movie theaters, parks, festivals, golf courses, fitness centers, and museums.

Greenwood is home to a number of regional festivals, including the nationally acclaimed Festival of Flowers and the Food Network-featured Festival of Discovery. The area also offers plenty of recreational options, including the beautiful 11,000-acre Lake Greenwood. The mild winter weather permits year-round outdoor recreation. Larger cities, Atlantic coast beaches, and the mountains are easily accessible, with three major roadways serving the city.

Greenville, South Carolina

America's "Next Big Small Town" according to *People* magazine is a top-ranked spot for foodies and travel, and it's one of America's fastest-growing cities. Discover all that its burgeoning and much-bragged-about downtown has to offer. Downtown Greenville is just 60 minutes from Lander's main campus, and is home to concert venues, the Greenville Symphony Orchestra, more than 1,000 restaurants, several minor league sports teams, the Swamp Rabbit system of multiuse trails, and much more.

Upstate South Carolina is Growing

The Upstate of South Carolina is home to some of the most beautiful natural resources in the country, including beautiful Lake Greenwood. Greenwood is located centrally and provides easy access to hiking, biking, waterfalls, and a wide variety of events, festivals, and concerts that provide exceptional quality of life along untouched natural beauty.



AGB Search is pleased to assist Lander University with this search.

To apply:

Candidates are requested to submit the following materials online to:

<https://bit.ly/3TK8exM>

- 1) a curriculum vitae or resume,**
- 2) a letter of interest that addresses the leadership opportunities and desired experiences and attributes in this profile, and**
- 3) contact information for five references (to be contacted at a later date with candidate's permission).**

Review of materials will begin immediately, and the search will remain open until an appointment is made.

Nominations and expressions of interest are encouraged. Please direct them to LanderAVPFA@agbsearch.com or to one of the AGB search consultants:

Peggy Plympton, Ed.D.

Principal

AGB Search

margaret.plympton@agbsearch.com; (484) 554-4542

Andrew Bowen

Executive Search Consultant

AGB Search

Andrew.Bowen@agbsearch.com; (802) 345-1279

Lynn DellaPietra, Ph.D.

Executive Search Associate

AGB Search

Lynn.Dellapietra@agbsearch.com; (202) 640-6723

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