



Vice President of Human Resources

The College of Wooster, a highly selective liberal arts college located in northeastern Ohio, seeks an exceptional and collaborative leader with an extensive record of professional accomplishments. As a member of the President's Cabinet, the inaugural Vice President of Human Resources will be a visible and valued campus leader, who will recommend, implement, and evaluate strategies to best support a motivated and dedicated faculty and staff in accomplishing The College of Wooster's institutional mission and goals.

ABOUT THE COLLEGE OF WOOSTER

Known as **America's Premier College for Mentored Undergraduate Research**, The College of Wooster enables every student to work one-on-one with a faculty mentor for one year to conceive, organize, and complete a significant piece of original research, scholarship, or creative expression. This Independent Study project, known to generations simply as I.S., is the centerpiece of Wooster's commitment to mentored research and a badge of distinction for all graduates as they head into the world of work. Participating in mentored research helps develop independent judgment, creativity, project management and time management skills, self-confidence, and strong written and oral communication skills: precisely the abilities prized by employers and graduate schools alike.

Independent Study has been the cornerstone and inspiration for Wooster's curriculum for nearly 70 years. Every year since 2002, *U.S. News & World Report* has asked college presidents and deans to name schools with outstanding undergraduate research opportunities and senior capstone programs, and only two schools have made both lists every year: **Wooster and Princeton**.

In assessing The College of Wooster, the *Fiske Guide to Colleges* gets right to the point. "Mentored undergraduate research is the heart of a Wooster education," the authors write, and "students praise faculty members for their devotion to teaching and mentoring." The Association of American Colleges and Universities highlighted six member institutions for their distinctive educational programs. Wooster was the sole liberal arts college selected, as an exemplar of the transformative impact of mentored student research.

Wooster delivers an experience that is both globally engaged and locally grounded, rich in opportunities for collaboration, civic engagement, professional exploration, and leadership. Ninety-six percent of Wooster graduates are employed or in graduate school within six months of graduation, and 91 percent are accepted by their first-choice graduate school.

WOOSTER AT-A-GLANCE

Our Students

1,960
STUDENTS

99%
WOOSTER STUDENTS
LIVING ON CAMPUS

54% **46%**
FEMALE MALE

24%
U.S. STUDENTS OF COLOR

17%
INTERNATIONAL STUDENTS

31% **69%**
OHIO NON-OHIO

48 **68**
STATES COUNTRIES
REPRESENTED

TOP 10
STATES REPRESENTED
Ohio, Pennsylvania, Illinois, Michigan, Georgia,
Maryland, New York, California, Virginia, Kentucky

TOP 5
INTERNATIONAL COUNTRIES
REPRESENTED
China, Vietnam, India, Ethiopia, Republic of
Korea

Fast Facts

11 to 1
STUDENT TO FACULTY RATIO

1 to 1
INDEPENDENT STUDY (I.S.)
SENIOR CAPSTONE STUDENT TO FACULTY RATIO

DEGREES OFFERED
Bachelor of Arts, Bachelor of Music,
Bachelor of Music Education,
Bachelor of Music Therapy

100+
AREAS OF STUDY

177 **467**
FACULTY STAFF

26,371
ALUMNI

\$374,900,000
ENDOWMENT VALUE
AS OF 6/30/22

A1
STABLE OUTLOOK BOND RATING
FROM MOODY'S INVESTORS

\$40,919,450
IN LONG-TERM DEBT

\$84.6 MILLION
OPERATING BUDGET

WOOSTER AND THE NORTHEAST OHIO REGION

The City of Wooster, a vibrant Main Street community of roughly 30,000, is located approximately 50 miles from Cleveland and 35 miles from Akron and boasts a strong, diversified economy, two major hospital systems, a downtown full of great restaurants and shops, and easy access to outdoor recreation opportunities. It's a short drive to Ohio State's Secrest Arboretum, the mountain biking trails at Vulture's Knob, and the 1,000-acre Mohican State Park. Wooster is ranked in the Top 15 of 543 micropolitan areas in the U.S. by Policom – a measure of economic strength that looks at the long-term tendency for an area to consistently grow in both size and quality. *Money* magazine ranked Wooster #37 out of 100 in its 2017 Best Places to Live.

LEADERSHIP

Dr. Wayne Webster is serving as Wooster's interim president through June 2023. Interim President Webster has been charged with sustaining Wooster's profile of accomplishments in the current year and continuing to implement key components of the strategic plan.

On December 8, 2022, Anne E. McCall was named the 13th president of The College of Wooster. Dr. McCall currently serves as provost and senior vice president for academic affairs at Xavier University of Louisiana. Deeply committed to the liberal arts, Dr. McCall is an advocate for expanding access to higher education for those who desire it. She is an inspirational and values driven administrator with a track record for building innovation through inclusive excellence.

Dr. McCall will begin her role as president on July 1, 2023. You can learn more about Dr. McCall [here](#).

HISTORY

Founded by Presbyterians in 1866, it opened its doors as the University of Wooster on September 8, 1870, with a faculty of five and a student body of 30 men and four women. By 1915, the University had several graduate divisions, including a medical school. Ultimately, the board of trustees and a majority of the faculty voted against further expansion and in favor of closing the existing graduate programs, to focus solely on undergraduate education in the liberal arts and sciences. With that sharpening of strategic focus came a new name, The College of Wooster, and an educational program framed in a residential setting where students learn in many venues and in many ways. In 1969, the Presbyterian Synod of Ohio relinquished its ownership of the College, and Wooster became an independent, private liberal arts college.

MISSION

The College of Wooster is a community of "Independent Minds, Working Together" to prepare students to become leaders of character and influence in an interdependent global community. We engage motivated students in a rigorous and dynamic liberal education. Mentored by a faculty nationally recognized for excellence in teaching, Wooster graduates are creative and independent thinkers with

exceptional abilities to ask important questions, research complex issues, solve problems, and communicate new knowledge and insight.

VISION

Our collective endeavor is to prosper as a distinguished independent liberal arts college, to thrive as a vigorous intellectual community, and to create a reputation that reflects our achievements. We seek to be leaders in liberal learning, building on our tradition of graduating independent thinkers who are well prepared to seek solutions to significant problems, to create and communicate new knowledge and insight, and to make significant contributions to our complex and interdependent world.

CORE VALUES

These are the values that govern our shared pursuits, the ideas that we hold true:

- Education in the Liberal Arts Tradition
- A Focus on Research and Collaboration
- A Community of Learners
- Independence of Thought
- Social and Intellectual Responsibility
- Diversity and Inclusivity

STRATEGIC PLAN FOR THE COLLEGE OF WOOSTER

Wooster's promise is timeless and powerful. But the world our students will enter is changing extraordinarily fast in ways that profoundly affect how we learn, think, work, and connect. To meet our mission for the future—to prepare students to make an outsize impact in their communities and to address the most important challenges of the coming decades—we need to evolve.

The challenges of the future will certainly demand the learning that comes through the liberal arts and independent study, but they will also require collaborative work of groups with diverse perspectives and the ability to synthesize multiple ways of approaching a question. Connection across disciplines, individuals, teams, cultures, and differences will be more important than ever. We are excited to finalize implementation of our 2019 *Connect, Create, Discover* [strategic plan](#) for Wooster that focuses our attention on strengthening resources in support of the following:

- [Community](#)
- [Diversity & Inclusion](#)
- [Academic Excellence & Innovation](#)
- [Connected Learning](#)

INSTITUTIONAL COMMITMENT TO EQUITY, INCLUSION, AND DIVERSITY

Wooster holds an historic commitment to a diverse community of learners and a long-standing belief that equity and inclusion are necessary for excellence. In addition to continuing to build the internationality and diversity of Wooster's student body and staff and faculty in every area of the College, in 2017 Wooster created its first Diversity, Equity, and Inclusion strategic plan to ensure the campus remained equally focused on growing evermore equitable and inclusive.

In recent years, Wooster has made great strides in enrolling a significantly more diverse student body. Today, more than 40 percent of the students are U.S. students of color and international students, making Wooster's campus one of the most diverse in Ohio. Wooster's community of learners, who come from 68 countries and 48 states – from farm towns and big cities, from dozens of faiths and cultures perspectives – is among the institution's greatest assets and one worth celebrating and protecting.

FINANCES AND FUNDRAISING STRENGTH

In 2018, the College concluded the most successful comprehensive fundraising campaign in its history. *Wooster's Promise: The Campaign for Our Future* raised just over \$190 million in cash and commitments to support five major priorities: student financial aid, academic strength, experiential education, the life sciences, and the Wooster Fund. Overall, the campaign exceeded its goal by \$25 million.

More than 42 percent of Wooster's alumni participated, including 5,790 first-time donors and 9,335 who gave in at least two of the campaign's five years. In all, 1,471 individual donors gave more than \$55 million to support student financial aid, including the creation of 71 new endowed scholarships. More than \$19 million was raised to endow three new professorships and 34 new funds to support faculty scholarship, student Independent Study research, and individual academic department initiatives. Another 10 endowed funds were created to support APEX, the College's integrated center for student academic and career advising, planning, and experiential learning, and a total of \$14,284,627 was designated for Experiential Education, which includes APEX. The Wooster Fund, which provides operating support for every part of the College year in and year out, took in just over \$17 million, from more than 14,000 individual donors.

HUMAN RESOURCES

Human Resources provides essential services to The College of Wooster community in the areas of:

- Policies and Procedures
- Recruiting and hiring qualified staff
- Designing and administering employee benefits
- Staff compensation
- Leave administration
- Staff development and training
- Student employment
- EEOC and OCR compliance

<https://www.wooster.edu/offices/hr/>

The Human Resources department consists of a six member staff that includes a Senior HR Business Partner and Director of Compensation, HR Business Partner, Director of Benefits & HRIS, Compensation and Benefits Manager, HR Generalist, and a HR Coordinator.

The College offers a broad menu of benefit options that can be found [here](#).

Role of the Vice President of Human Resources

This is an exciting opportunity for the inaugural Vice President of Human Resources (VPHR) to define this key role. Managing the College's human capital, the VPHR will further the College's goal of operational and systems excellence to support academic rigor, retain faculty and staff, reinforce and strengthen organizational culture, and set up the College to be a preferred employer within the region.

Reporting to the President and serving on the Cabinet, the VPHR leads the Human Resources Department, which supports all facets of employee recruitment, development, and experience. The department oversees appropriate compensation and benefits packages for all employees and supports staff recruitment, hiring, professional development and training, and appreciation. The VPHR will be responsible for strategic leadership and management of all aspects of human resources and will analyze and oversee critical data and human resources-related compliance. The VPHR will provide leadership in advancing staff success and continue the development of college policies and best practices to maintain a positive and equitable working environment that attracts, develops, supports, and retains a qualified, high-performing, diverse, and inclusive workforce.

The VPHR serves as a lead in resolving employee concerns and is responsible for continued growth of a climate of trust, collaboration, and responsibility. The VPHR partners with the community to discuss important issues facing the College and questions relating to employee policies and benefits, and to develop fruitful approaches to communication and collaboration across campus. The VPHR will work closely with the President, the Cabinet, and other campus leaders on all aspects of the College's activities to provide subject matter expertise and guidance in all areas of human resources and will contribute to the institution's strategic planning goals, which enable the mission of the College.

Opportunities and Challenges

- The VPHR will be an integrator, collaborator, and communicator of change across institutional units and with a variety of stakeholders to position The College of Wooster as an employer of choice.
- With a priority on strengthening and building the Human Resources team to support compliance, the VPHR must possess an understanding of best practices in human resources (preferably in higher education), be a thought leader and capable of working strategically with faculty, staff, and student employees in the pursuit of innovative and creative solutions.

- The VPHR must be committed to understanding the unique context for employment in higher education and continually engage in developing and implementing best practices through monitoring trends in higher education employment, maintaining connections with consortial partners and peers at CUPA and the GLCA, and in consultation with campus.
- The VPHR is expected to take appropriate operational action to assess, develop, and negotiate agreements for service offerings, consortial partnerships, and associated third-party contracts. Such actions are to be based on a complete and thorough understanding of college mission and policy, state and federal regulations and guidelines, good business and financial practices, and strong ethical standards.
- The VPHR will continue to develop a dedicated Human Resources team, characterized by a deep customer-service orientation, strong morale, and the highest standards of ethics and integrity. This will require ongoing assessment of the organizational structure and business processes for all human resource functions and systems and continued professional development of the staff within Human Resources.
- The VPHR and HR staff will continue to provide opportunities, working with cabinet and senior leadership, for staff and faculty training related to hiring practices, evaluating performance, and work with other partners to provide exposure to best practices in management and leadership to make the current and next generation of campus leaders successful.
- The VPHR will be a trusted leader, mentor, and developer of strong cross-functional teams and will demonstrate a commitment to sustaining a diverse, equitable and inclusive work environment.

Desired Qualifications and Characteristics

The successful candidate will have a bachelor's or master's degree in a relevant field and a minimum of 10 years of progressively responsible human resources management and leadership experience.

Additional desired competencies and experiences include:

- Ability to create and implement a strategic vision for a high-functioning and people-focused human resources operation;
- Experience leading hiring, retention, and compensation strategies to support a diverse and committed employee base;
- Skilled in collaboratively developing and administering human resources policies together with cabinet that are compliant with local, state, and federal laws;
- Background creating innovative professional development plans and programs;
- Demonstrated ability to develop and manage budgets and oversee and allocate fiscal resources and benefits;
- Excellent verbal and written communication skills, with ability to listen and clearly communicate complex and sensitive topics to variety of audiences;
- Deep knowledge of best practices and trends related to human resources and higher education administration or similar business environment;
- Ability to effectively manage multiple priorities; analyze, render, and communicate thoughtful decisions; and motivate others to levels of excellence;

- Experience conducting confidential investigations, handling grievances and disputes, and related employee relations actions, including working collaboratively with an Ombuds Office; and
- Record of commitment to diversity, including individual action and institutional leadership to advance diversity, equity, and inclusion.

COMPENSATION

This is a full-time position that will be performed on site in Ohio. Salary commensurate with experience and includes a generous benefits package.

APPLICATIONS AND NOMINATIONS

For best consideration, please send all inquiries, nominations, and applications in confidence to:



Susan VanGilder, Managing Director
Christopher Lee, PhD, Managing Director
Jeffrey Alston, EDD, Senior Associate
Storbeck Search
WoosterVPHumanResources@storbecksearch.com

For more information, please visit The College of Wooster's home page at <https://wooster.edu/>

It is the policy of The College of Wooster to not discriminate against any employee or applicant for employment, and to take affirmative action to employ and to advance in employment all persons, regardless of their status, and to base all employment decisions only on valid job requirements. This policy applies to all employment actions, including, but not limited to recruitment, hiring, upgrading, promotion, rates of pay or other forms of compensation and selection for training at all levels of employment. Employees of and applicants to The College of Wooster will not be subject to harassment, intimidation, threats, coercion, or discrimination because they have engaged or may engage in filing a complaint, assisting in a review, investigation, or hearing or have otherwise sought to obtain their legal rights related to any federal, state, or local laws regarding EEO for minorities, females, qualified individuals with disabilities, or qualified protected veterans.