

**Position Description
President/CEO
Association of Catholic Colleges and Universities
One Dupont Circle, Suite 650
Washington DC 20036**

The Association

The purpose of the Association of Catholic Colleges and Universities, founded in 1899, is to promote and strengthen the mission and character of Catholic higher education in the United States and to serve as its collective voice. The President/CEO, appointed by the Board of Directors, exercises general and active management of the Association and serves as an *ex officio* member of the Board and its committees.

Through research, publications, conferences, consultations, special programs, and standing relationships with other agencies, ACCU facilitates sharing of ideas and cooperative efforts among its member institutions. ACCU's peer-reviewed *Journal of Catholic Higher Education* is published semi-annually and its electronic newsletter, *Update*, quarterly. ACCU maintains ongoing relations with the Catholic and secular media and with organizations conducting research concerning Catholic higher education.

Contact with the Catholic hierarchy is maintained principally through the United States Conference of Catholic Bishops and the Congregation for Catholic Education of the Holy See. The Association informs its members about initiatives and programs of the USCCB.

The Association also actively works with other Catholic organizations such as the National Catholic College Admission Association, the Association for Student Affairs at Catholic Colleges and Universities, the Catholic Higher Education Research Cooperative, and the National Catholic Educational Association. The Association maintains national, international and ecumenical relations with other higher education institutions through participation in the Washington Higher Education Secretariat of the American Council of Education, the Association of Executives in Church-related Higher Education, the National Association of Independent Colleges and Universities, and the International Federation of Catholic Universities.

Responsibilities of the President/CEO

The President/CEO, while responsible for all aspects of the Association's performance, is particularly engaged in the following activities:

- ensuring the mission focus and Catholic integrity of ACCU in all operations
- supporting the Board of Directors and its constituent committees
- providing confidential counsel to member presidents and their designates
- setting goals and standards for services, programs, research, publications, communications, and web site content useful to member institutions
- planning and executing the Annual Meeting, in consultation with the Board
- sustaining effective relationships with the USCCB and Holy See
- fostering mutually beneficial relationships with other higher educational associations and Catholic organizations

- communicating proactively and judiciously with secular and Catholic media in regard to issues of broad importance, leaving local matters to member campuses
- composing speeches, articles, and other public communications which advance Catholic higher education
- setting internal policies; hiring, supervising, and managing all employees
- budgeting, financial oversight, and execution of financial instruments

Qualifications

The ideal candidate will be an informed and committed Catholic who possesses the following qualifications:

- substantial knowledge of and commitment to Catholic higher education
- successful senior leadership experience in Catholic higher education
- broad knowledge of higher educational issues
- PhD or equivalent
- leadership style that is collegial, insightful, and practical
- excellent written and oral communications skills
- high energy, willingness to travel, and ability to make at least a five-year commitment

Nominations and Applications – NO LATER THAN OCTOBER 15, 2009

The Search Committee prefers that applications be submitted **electronically** to the following e-mail address: officeofthepresident@mail.barry.edu.

Applications will be acknowledged electronically.

Snail mail address: Office of the President
 ACCU Search Committee
 Barry University
 11300 NE Second Avenue
 Miami, FL 33161-6695

Review of applications will begin immediately with the goal to identify the successful candidate by the end of January 2010. However, the search will remain open until the position is filled. The new President/CEO will take office in August 2010.

Questions regarding this position may be directed to:

Richard Yanikoski, President of ACCU - ryanikoski@accunet.org
 Dr. Mary Lyons, Chair, ACCU Board of Directors – mlyons@sandiego.edu
 Linda Bevilacqua, OP, PhD, Chair, Search Committee – lbevilacqua@mail.barry.edu