

SEARCH PROFILE:

VICE PRESIDENT OF FINANCE AND STRATEGY



The College of
St. Scholastica

TABLE OF CONTENTS

OPPORTUNITY OVERVIEW	4
WHO WE ARE AND COLLEGE PROFILE	5
CATHOLIC BENEDICTINE MISSION	5
THE BOARD OF TRUSTEES	5
COLLEGE LEADERSHIP	6
OUR STUDENT BODY	7
FINANCIAL OPERATIONS	7
STRATEGIC PLAN	8
OUR HOMETOWN DULUTH	8
THE CANDIDATE	9



The College of St. Scholastica (CSS) in Duluth, Minnesota, announces the search for a Vice President of Finance and Strategy. The Vice President of Finance and Strategy (VPFS), reporting directly to the President and a vital member of the President’s Cabinet, occupies the dual role of the organization’s chief financial officer and strategist. The VPFS provides oversight to the areas of Finance, Human Resources and Facilities and serves as the Chief Financial Officer for the College. The VPFS serves as a key thought leader and strategist focused on the long-term growth and sustainability of the institution and ensures that the strategic plan aligns with budgeting, forecasting and long-term planning goals. The VPFS will be keenly aware of where the markets are heading, the competition and best practices in business development, long-term planning and operational effectiveness.

The VPFS will partner with fellow Cabinet members to support and promote St. Scholastica’s Catholic Benedictine mission and values. The VPFS will also partner with the President to shape a strong

and sustainable future vision for the institution. The successful candidate will be a “systems thinker” with strong financial acumen, analytical thinking, problem-solving and planning skills. In addition, the VPFS will possess strong communication skills and the ability to work collaboratively with others.

In relation to the Board of Trustees, the VPFS will serve as the principal administrative liaison to the Audit and Finance Committee and the Board of Trustees Investment Committee, working in close strategic partnership with each committee chair.

The institution has identified this position as a critical leadership priority and as such, the search committee will review applications on a rolling basis, advancing competitive candidates to the next phase promptly upon submission. While the next VPFS is expected to take office in early summer 2025, the College emphasizes its strong preference for candidates who can assume this important role at the earliest possible date.

OPPORTUNITY OVERVIEW

The Vice President of Finance and Strategy's primary areas of responsibility include:

- Financial Operations
- Facilities Operations
- Human Resources
- Strategic Planning

The VPFS will oversee a budget of approximately \$62m and has 3 direct reports overseeing a staff of approximately 70 people (14 Finance, 4 HR and 52 Facilities).

Secondary close collaborative relationships include:

- Working collaboratively with the IT leadership in the financial planning of operational technology systems that support College operations.
- Working collaboratively with facilities in long-term planning.
- Working collaboratively with Enrollment Management and Academic Affairs in financial forecasting and planning.
- Working collaboratively with College Advancement to provide financial oversight in managing the College's endowment.

- Working collaboratively with Cabinet to ensure the execution of the College's new strategic plan.
- Working collaboratively with the Human Resource team to provide employee support and engagement.

The College of St. Scholastica was founded as a Catholic Benedictine institution in 1912 to educate women primarily in nursing, education and social work. Today, St. Scholastica is a co-educational, independent, comprehensive institution of higher learning offering undergraduate and graduate programs under the sponsorship of the Duluth Benedictine Ministries, formally the Benevolent Sisters of the St. Scholastica Monastery, who continue to have a strong presence on campus.

As a Catholic Benedictine institution of higher education, The College of St. Scholastica aspires to welcome all, adhering to its Benedictine values of hospitality, respect, community, love of learning and stewardship. The College is an inclusive community of excellence grounded in the rich Catholic Benedictine heritage, sending forth thoughtful leaders sharpened and sensitized by the liberal arts who are prepared and committed to serve and transform the world. To accomplish this vision, the community works together to provide intellectual and moral preparation for responsible living and meaningful work.





WHO WE ARE AND COLLEGE PROFILE

The College was an early adopter of non-traditional student education, offering degree completion programs in the early '90s and fully online degree programs soon after. The Duluth campus remains home to traditional undergraduate and graduate programs, including more than 100 majors and minors.

Overlooking Lake Superior, the 186-acre Duluth main campus is in a beautiful setting with a mix of new and historic buildings. Campus buildings include the Science Center, Burns Wellness Commons and the iconic Tower Hall, as well as a library, chapel, 500-seat auditorium, on-campus dorms, suites, apartments, and the newly constructed Student Center, which opened in late summer of 2024. Off-campus sites include the Health Science

Center in Duluth, which houses the Allied Health programs and a site in St. Cloud, which is home to additional health care programs. The Health Science Center at BlueStone is one mile from campus and home to many professional health programs. It utilizes the latest therapeutic technology and education, including a student-run clinic serving the local community. The St. Cloud site houses undergraduate and graduate health programs with state-of-the-art simulation equipment.

The College serves about 3,000 students, both graduate and undergraduate. The College is accredited by the Higher Learning Commission and completed its reaffirmation in February 2023 with a successful visit. *The President's Office*

CATHOLIC BENEDICTINE MISSION

Founded by the Sisters of the St. Scholastica Monastery, the Benedictine charism heritage drawn from the Rule of St. Benedict has shaped the College. In particular, the College's five core Benedictine values are at the heart of the College's mission and animate the student experience.

As a Catholic Benedictine institution, the College embraces its Benedictine values with a particular focus on social justice, Catholic social teachings, and inclusive excellence. CSS is an institution where all are welcome

and are able to thrive in their pursuits – these values are at the heart of the institution's charism and history.

The College strives to reflect the Rule of Benedict in its leadership practices. It embraces shared governance in its decision-making process and seeks to promote effective communication across campus. The College builds on its history of innovation and utilizes the amazing talents of its faculty and staff, with a focus on building the future the communities we serve need.

THE BOARD OF TRUSTEES

The Board of Trustees guides The College of St. Scholastica's mission and strategic plan. Currently, 25 members serve on the board. The voting board members include those elected to the Board, five reserved seats held by the Duluth Benedictine Ministries (formally the Benevolent Sisters of the St. Scholastica

Monastery), the President of the College, and four non-voting members, including the President of the Alumni Association, a student appointed by the Student Senate, a faculty member elected by the Faculty Assembly and a representative of the staff elected by the Staff Council.



COLLEGE LEADERSHIP

Dr. Barbara McDonald became St. Scholastica's 13th president on August 5, 2019. Her leadership style is described as adaptable, collaborative, and transparent, focusing on building relationships. She embraces "servant leadership" and transparency in decision-making, and she has effectively worked to build trust across the organization since joining the College.

THE PRESIDENT'S CABINET

The President's Staff makes up the President's Cabinet's membership, which meets weekly. Currently, senior administration includes the Vice President of Academic Affairs, the Interim Vice President of Enrollment Management and Student Affairs, the Chief Operating Officer, the interim Vice President of Advancement, the Chief Information Officer, the Associate Vice President of Inclusive Excellence, the Associate Vice President of Mission Integration, and the executive assistant to the President. Once the Vice President of Finance & Strategy is hired, their cabinet position will replace the Chief Operating Officer who has served as interim CFO and has overseen facilities and human resources.

JOINT LEADERSHIP COUNCIL

In addition to this senior leadership team, the Cabinet meets monthly with other administrators who make up the Joint Leadership Council. This group includes associate vice presidents in student affairs, enrollment management and academic affairs, academic deans, the Director of Academic Operations, the Title IX Director, the Athletic Director, and the Dean of Students. The President encourages Cabinet members and administrators to practice inclusive, collaborative leadership and deep listening skills to ensure everyone has a voice. Core to its work, the administration leads with the College's Benedictine values and with a focus on student success.

ACADEMIC AFFAIRS

The Vice President of Academic Affairs oversees the College's academic division. CSS's academic programs are housed under three distinctive schools and offer 50 undergraduate programs and 44 graduate programs at the master's and doctoral levels. The three schools include The School of Arts and Sciences, The School of

Health Professions and the Stender School of Leadership, Business and Professional Studies. The College has a strong healthcare focus, with over 60% of its graduates entering health professions.

CSS's outstanding faculty are experts in their fields, possessing deep knowledge and understanding of their subject matter. They are often research, innovation and scholarship leaders within their disciplines. They are dedicated to facilitating learning, fostering critical thinking and inspiring students to achieve their academic and personal goals.

The recently opened Center for Experiential Learning focuses on providing internships, study abroad opportunities and career services. This Center increases students' access to engage in high-impact practices with a focus on research and service learning. The Center works with students to ensure that they work towards finding a meaningful vocation.

STUDENT AFFAIRS, ENROLLMENT MANAGEMENT, MARKETING AND COMMUNICATION

The Student Affairs, Enrollment Management, and Marketing and Communications division works under the interim Vice President of Enrollment Management and Student Affairs. This team works collaboratively to attract and retain students to study at CSS and to provide them with an exceptional student experience. The College has 22 student athletic teams, in addition to club sports, student life clubs and activities, co-curricular programming, student support services, TRIO programs and many other options for student engagement. CSS boasts high retention and graduation rates, exceptional job placement and is number one in Minnesota for post-secondary earnings one year after graduation.

MISSION INTEGRATION AND CAMPUS MINISTRY

The College community (faculty, staff, students, board members, etc.) learn about and appreciate the institution's Catholic Benedictine identity. The Associate Vice President for Mission Integration is a resource as the College community strives to live out its Benedictine values and also serves as a bridge and liaison between the College and the Monastery. The Mission Integration office also oversees Campus Ministry and related activities.



OUR STUDENT BODY

Today CSS has 2,930 students across 94 graduate and undergraduate programs. As of fall 2024, the undergraduate student population totals 1,810, with 1,399 enrolled in our traditional programs on the Duluth campus and 411 participating in online or hybrid programs. The graduate student body comprises 1,220 individuals, highlighting the College's diverse and comprehensive educational opportunities. The College is known for its undergraduate and graduate research experiences available to students.

The College of St. Scholastica's undergraduate and graduate student body comes from 49 states (plus the District of Columbia and Puerto Rico) and 35 countries. St. Scholastica has been strategically increasing its diversity, with 18% of the student body from historically under-represented groups. The College is deeply committed to being a place of access and opportunity. First-generation students comprise 30% of the traditional undergraduate student body. Women comprise 69% of our total student body and 62% of our traditional undergraduate students.

The College is a member of the Minnesota Intercollegiate Athletic Conference (MIAC) and offers 22 competitive NCAA D-III intercollegiate sports, which are strong drivers of traditional student enrollment, with over 35% of traditional undergraduates competing as student-athletes. Men's sports include baseball, basketball, cross country, football, ice hockey, Nordic skiing, soccer, tennis, indoor and outdoor track and field, and golf. Women's sports include softball, basketball, cross country, ice hockey, Nordic skiing, soccer, tennis, indoor and outdoor track and field, volleyball, and golf. There is also strong participation in intramural and club sports.

The College has a long history of excellence in providing a solid liberal arts foundation. Fine and performing arts are integral to student life, with over 20 musical ensembles, art shows and theatrical engagements. In addition, the College supports a strong and vibrant co-curricular environment with over 60 clubs and organizations for students. The Student Government Association is actively involved in civic engagement and promoting many student activities throughout the year.

FINANCIAL OPERATIONS

Operating revenue for the fiscal year totaled more than \$76 million. The largest sources of funds are from tuition and fees which make up more than \$45 million. The current market value of the endowment is more than \$87 million.

St. Scholastica receives about \$5.5 million annually in Federal, State and foundation grants. The grant purposes are varied, with the most dollars in grant support generated for TRIO programs, programs in the health professions — including training in rural health care — and student scholarships. In 2023, St. Scholastica received a \$3.9 million grant over five years through the US Department of Education. The grant will train Occupational Therapy students as mental health providers in high-need local

education agencies, preparing them to meet the region's mental health needs, characterized by rural isolation, poverty, poor behavioral health outcomes and mental health provider shortages.

St. Scholastica announced the completion of the Second Century of Saints: Believe. Belong. Transform campaign in June 2023. This nine-year effort raised \$64.5 million for various purposes, including unrestricted funds, scholarships, facility construction and enhancements, academic programs and athletics. The signature project of the public phase was the construction of the Student Center, which opened in August 2024.



STRATEGIC PLAN

The College stands at a pivotal strategic inflection point, with its previous five-year framework concluding in 2025. CSS leadership is currently crafting an ambitious new strategic vision that will chart the institution's course for the coming years. The new strategic plan will receive formal Board of Trustees ratification at their May board meeting. The emerging strategic framework is anchored by five transformative pillars:

- Building a Student-Ready College - Reimagining institutional structures to proactively meet student needs and ensure educational excellence
- Stewards of Community Care - Establishing CSS as a beacon of compassionate leadership and meaningful community engagement
- Become a Hub for Lifelong Learning - Expanding educational pathways that transcend traditional boundaries to serve learners at every life stage
- The New CSS Benedictine Way - Revitalizing the College's distinctive heritage while innovating for contemporary relevance
- Institutional Infrastructure - Strengthening core operations to support sustainable growth and institutional resilience

OUR HOMETOWN DULUTH

Duluth is a beautiful and vibrant city of 86,000 in a metropolitan area of more than 150,000, set on the shores of Lake Superior, the world's largest freshwater lake. For outdoor enthusiasts, Duluth offers four seasons of first-rate opportunities: beaches, bike paths, jogging trails, ski resorts, cross-country skiing trails, boating and fishing sites, and rinks for skating, curling, and hockey. The Boundary Waters Canoe Area Wilderness is an easy drive. Outside magazine has recently named Duluth as the number one "Outside City" in the U.S. and the number two "Best Adventure Hub" in the world. The nonprofit American Institute for Economics ranked Duluth as one of America's best small metropolitan areas for

college students. Duluth was also recently featured in the book "Our Towns: A 100,000 Mile Journey into the Heart of America" and on CBS Sunday Morning as an "American Town on the Rise." Similarly, the travel site DreamPlanGo named Duluth in the Top Ten of America's Most Scenic College Towns.

Residents of Duluth enjoy a reasonable cost of living. The city has a thriving arts scene, a growing craft district and more acres of municipal public parks than any other city in the country.

For more information on Duluth, go to visitduluth.com or destinationduluth.org.



THE CANDIDATE

The successful candidate for Vice President of Finance and Strategy should have strong character and deep integrity and be committed to service, student success and the values that drive the College's mission.

Required Qualifications and Experience

- Bachelor's degree from an accredited college or university.
- Over five years of progressive experience in senior-level management in finance or accounting.
- Working knowledge of debt management, risk management, financial audits, human resources laws and regulations and strategic planning.
- Experience in higher education and/or non-profit organizations or similar, with proven ability to engage diverse constituent groups in a consultative and collaborative manner.
- Highly developed understanding of investments and high-level competence with innovative techniques and tools for financial planning, forecasting and analytics.
- Excellent technical, management and leadership skills.
- Strong communication skills, emotional intelligence and the ability to work with various constituent groups.
- Demonstrated ability to work in a team environment and foster strong working relationships.
- Proven success in creating, implementing and assessing bold strategic initiatives.
- Demonstrated ability and experience with diversity and inclusion.

Preferred Qualifications and Experience

- A graduate degree in a relevant field from an accredited college or university.
- Experience with human resources, facilities management and long-term planning.
- Understand the current trends, challenges and opportunities in higher education.
- Commitment to working in a shared governance environment and building relationships across the College.
- A strong understanding of and experience with audits and the ability to create and communicate an inclusive financial plan.
- Experience working effectively with board members, including providing complex information clearly and concisely to support their fiduciary responsibilities.
- Ability to provide leadership over human resource functions, services and activities, including compliance, regulations, recruitment, employment, labor relations, employee relations, compensation and professional development.

EQUAL OPPORTUNITY STATEMENT

The College of St. Scholastica is an affirmative action/equal opportunity employer committed to creating an educational and work environment rich in diversity, inclusive and supportive of all students, faculty and staff. We recruit, employ, train, compensate and promote without regard to race, religion, creed, color, national origin, age, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, or any other basis protected by applicable federal, state or local law.

THE CANDIDATE (CONT.)

FOR THOSE REQUIRING DISABILITY ACCOMMODATION

At St. Scholastica, no qualified person shall, solely by reason of disability, be denied access to, participation in, or the benefits of any program or activity operated by the College. If requested, CSS will provide reasonable accommodation to applicants in order to provide access to the application, interviewing, and selection process. You are not required to note the presence of a disability on your application. If you require reasonable accommodation in the application and/or interview process due to disability, requests must be made in a timely manner.

APPLICATION

The search for The College of St. Scholastica's next Vice President of Finance and Strategy is being assisted by Maya Ranchod Kirkhope and Rodney Clark at Academic Search. Applications, nominations, and expressions of interest can be submitted in confidence to CSSVPFS@academicsearch.org. Applications should consist of a substantive letter of interest that describes the candidate's interest and alignment with the position description, as well as a current curriculum vitae, sent as separate PDFs.

There is urgency in filling this position and the search committee will evaluate candidates on a rolling basis. As applications are received, the search committee will assess and identify candidates to move forward for further consideration. The start date for the VPFS is early summer 2025, but an earlier start date is preferred.

COLLEGE MISSION

Shaped by the Catholic Benedictine heritage, The College of St. Scholastica provides intellectual and moral preparation for responsible living and meaningful work.

BENEDICTINE VALUES

Community

Sharing responsibility to create and support community. Creating a climate that promotes a sense of community while valuing the uniqueness of the individual. Manifesting an ability to adapt to circumstances without compromising our values.

Hospitality

Creating a welcoming atmosphere personally and institutionally. Listening and responding sensitively to all. Extending warmth and acceptance to all. Welcoming new ideas and being open to change.

Respect

Cherishing and promoting the worth of all human life. Treating all persons with dignity and reverence. Honoring and supporting the spirituality of each person. Valuing the dignity of all work. Promoting the participation of all persons in the decisions affecting their lives.

Stewardship

Utilizing human resources responsibly. Providing wise and respectful use of all material and monetary resources. Promoting prudent use of natural resources and energy. Finding time for work, play and prayer in daily life will promote physical, mental and spiritual growth.

Love of Learning

Preserving the intellectual and material heritage entrusted to us by past generations. Transmitting the treasures of human culture to new generations. Creating scholarly, artistic and scientific works that enrich and enlarge human life. Integrating thought and action as complementary aspects of a full human life.

Informed by its Catholic Benedictine heritage and Catholic social teaching, the institution has long expressed its commitment to an inclusive and welcoming community that values diversity in all its forms. St. Scholastica believes that equity and inclusion are key to academic excellence and the success of all students.



ABOUT ACADEMIC SEARCH

Academic Search is assisting The College of St. Scholastica. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute.

