

SEARCH PROFILE:

VICE PRESIDENT OF DIVERSITY, EQUITY,
AND INCLUSION



**GREENFIELD
COMMUNITY
COLLEGE**

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THE OPPORTUNITY

President [Michelle Schutt](#) and the campus community of Greenfield Community College (GCC) seek a caring, committed, and equity-minded leader to serve as the College's inaugural Vice President of Diversity, Equity, and Inclusion (VPDEI). As a member of the President's Cabinet and reporting directly to the President, the VPDEI will lead the development and implementation of education, strategies, initiatives, and policies that promote DEI across all aspects of the College community and support the recruitment and retention of a diverse faculty, staff, and student body, ensuring alignment with Greenfield Community College's mission, values, and strategic goals.

This position is a welcome and anticipated addition to the campus community, with multiple established resource groups and committees, including the DEI Standing Committee and the [Racial Equity and Justice Institute](#) (REJI) chapter ready to assist and collaborate. The VPDEI will also advise other senior leaders as they plan and implement diversity, equity, and inclusion initiatives within their areas.

As an initial department of one, the VPDEI will have the opportunity to create a team that mirrors the College's core values of inclusion, transparency, creativity, integrity, innovation, and sustainability.

To be successful in this role, the ideal candidate will tackle both opportunities and challenges with creativity and enthusiasm. Leaders who are passionate about DEI and committed to driving systemic change are encouraged to apply for this transformative role and help build a more equitable, just, vibrant, and resilient world through education. Prospective and current students at GCC know that "[Your Story Begins Here](#)," and the VPDEI is expected to share that passion and to be a strong advocate for and integral part of that story.

The new Vice President of Diversity, Equity, and Inclusion is expected to begin in January 2025 or as soon as possible based on personal circumstances.



GREENFIELD COMMUNITY COLLEGE AND THE REGION

Greenfield Community College, founded in 1962, is the only institution of higher education in Franklin County, Massachusetts. The College draws students from the City of Greenfield, throughout Hampshire and Franklin Counties, and from southern Vermont and New Hampshire. Greenfield Community College is in the beautiful and historic Connecticut River Valley of Western Massachusetts, and the community is one of the appeals of GCC.

The College's location provides a rural environment amid historic villages, busy towns, and very close proximity to the Five College Consortium. Franklin County is home to many family farms that feed a new "farm-to-table" entrepreneurial food production and distribution pipeline. Much of the [City of Greenfield](#) historic commercial core exists today as a walkable, central downtown with a mix of storefronts, offices, a few single-family residences, and emerging market-rate residential condominiums and apartments. Greenfield's location, its entrepreneurial legacy, and its embrace of technology (from its earliest reputation as the tool-and-die manufacturing capital of America to its current advanced manufacturing sectors) as well as its city-owned high-speed broadband access make it an appealing place to live and work.

GCC is part of the [Massachusetts Public Higher Education System](#), which includes fifteen community colleges, nine state universities, and the five-campus system of the University of Massachusetts. The [Massachusetts Board of Higher Education](#), with the Department of Higher Education, led by [Commissioner Noe Ortega](#), is the executive arm of the Board of Higher Education.

MISSION

Greenfield Community College provides a high-quality education to all who seek the knowledge and skills necessary to thrive and effect positive change in their lives, communities, and the world. With excellence, innovation, and an unwavering commitment to teaching and learning together in an inclusive and caring environment, we empower all learners to reach their full potential.

VISION

GCC aspires to be an agent for a more equitable, just, vibrant, and resilient world through education.

CORE VALUES

Inclusion, Transparency, Creativity, Integrity, Innovation, & Sustainability

Greenfield Community College is governed locally by a Board of Trustees, whose members are appointed by the Governor to five-year terms. The College's [Strategic Plan](#), recently refreshed and updated, is built on the institution's core values and a steadfast belief that GCC will succeed in its mission when its work is informed by a "deep and sustained integration" with the community. Reflected throughout this plan is the understanding that the College's future is inextricably linked to the communities and students they serve, fulfilling talent development needs while contributing to the social, cultural, and economic development of Franklin and Hampshire counties.

GREENFIELD COMMUNITY COLLEGE AND THE REGION (CONT.)

A New England Commission of Higher Education (NECHE) accredited community college, GCC offers its students a wide variety of innovative programs. The rural campus has a one-acre Outdoor Learning Lab, on-campus farm, wetlands, and a forest that provide abundant opportunities for hands-on learning, research, and recreation. This [welcome video](#), created for the accreditation visit in 2021, shows the beauty of the campus and offers student perspectives on their reasons for coming to GCC. This [virtual tour video](#) emphasizes the academic opportunities and affordability available to prospective students making the “smart choice” for their education. Residents over age 25 who do not have a college degree can attend GCC through the [MassReconnect](#) program, which offers free tuition, fees, books, and supplies. Starting in fall 2025, [MassEducate](#), a \$117.5 million annual investment by the state, covers tuition and fees for all students, plus books and supplies for some.

Greenfield Community College is known for its caring and supportive environment of faculty and staff dedicated to the success of its learners. GCC is in process of implementing the [Guided Pathways](#) model, “to help all students explore, choose, plan, and complete programs aligned with their career and education goals efficiently and affordably.” The goals of the Guided Pathways reforms are to “improve student completion rates, close equity gaps, and increase enrollments in an increasingly competitive environment.” GCC’s implementation, featured in a [2023 blog post](#) on the Community College Research Center (CCRC) website, discusses the expanded use of success coaches and streamlining of program and course offerings for efficiency, clarity, and cost savings.

The College maintains an environment that values the process of learning as much as the knowledge taught; that encourages independent thinking and divergent activities; and that elevates and inspires. The GCC community believes that everyone should have the opportunity for a quality education and ascribes to the belief that GCC is “the community’s College.” The [Learning Principles](#) that guide the College focus on learning that happens both in and out of the classrooms. The GCC community understands that the needs of students are many and diverse, and to best help all students, the College must meet students where they are, which sometimes means seeking outside resources. GCC’s commitment to the community includes workforce development and

FAST FACTS

CLASS OF 2024: 286 GRADUATES

- Associate degrees awarded: 188
- Certificates awarded: 115

ANNUAL ENROLLMENT (2022-2023)

- Credit students: 1,920
- Non-credit students: 338

FALL 2023 ENROLLMENT & DEMOGRAPHICS

- Credit Students: 1,544
- Female: 60%
- Male: 36%
- Other gender or unknown: 4%
- Full time: 25%
- Part time: 75%
- Matriculated: 80%
- Non matriculated: 20%
- Age <25 yrs: 55%
- Students of color: 27%

[Other Facts about GCC](#)

[Massachusetts DHE Data Center: GCC Performance Measurement Report](#)



GREENFIELD COMMUNITY COLLEGE AND THE REGION (CONT.)

partnerships with regional businesses and industry, providing job training, retraining, certification, and skills improvement.

Greenfield Community College is regionally accredited by the New England Commission of Higher Education (NECHE). The College has also achieved specialized, programmatic accreditation in the early childhood education program, nursing program, paramedic degree and certificate programs, medical assistant program, and outdoor leadership certificate program.

GCC currently offers 31 [degree and certificate programs](#) and maintains transfer agreements with accredited colleges and universities in the region. All associate degree programs require 60 or more credits for completion. In collaboration with neighboring community colleges, GCC also offers several [health-related partner programs](#). Students can take general education courses at GCC and complete the remaining credits at a collaborating institution. In addition to a strong Liberal Arts focus, the College offers [a wide variety of innovative and successful programs](#), including Engineering, Visual Arts, Nursing, and Outdoor Leadership. GCC offers varied learning environments and support services, including traditional classrooms, hybrid and online distance learning, peer tutoring, one-on-one faculty-student advising, workforce development, and learning communities that cater to specific needs and interests.



POINTS OF PRIDE

- GCC ranked the [#1 Best Community College in Massachusetts \(2024, Niche.com\)](#)
- GCC ranked [#1 in graduation rate among the 15 Massachusetts community colleges \(IPEDS, 2022\)](#)
- GCC ranked [#1 in fall-to-fall retention among the 15 Massachusetts community colleges \(IPEDS, 2022\)](#)
- [45% of GCC graduates and 29% of GCC non-graduates attend four-year colleges after GCC](#)
- The [Creative Thinking and Learning Studio](#) gives GCC students an immersive learning experience, whether they're attending remotely or in the classroom
- [95% of GCC students who apply for Financial Aid receive it](#)
- [11:1 student-to-faculty ratio](#)
- [97% NCLEX pass rate for Associate Degree Nursing students on their first attempt](#)
- [97% of students surveyed would recommend GCC to their peers](#)

CAMPUS CLIMATE

In the academic year of 2023-2024, there were multiple DEI concerns raised by college staff and faculty. Since that time, President Michelle Schutt and the College's Board of Trustees have recommitted to fostering open dialogue, reflecting on the obstacles for change, implementing inclusive policies, and supporting marginalized groups to create a campus environment where everyone feels valued, respected, and empowered to thrive. Through proactive initiatives, ongoing education, and community engagement, we are committed to cultivating a culture where every individual's unique background and perspective are not only respected but celebrated.

Our pursuit of DEI excellence is integral to GCC's mission of preparing students to thrive in a global society, ensuring they graduate with the skills and mindset to contribute positively to an interconnected world. We look forward to hiring a Vice President of Diversity, Equity and Inclusion to guide and strengthen the work the College is already fully committed to for advancing social justice and creating a college community that promotes fairness, equity, and respect for all individuals. We know there is much important work and healing to do, and we look forward to joining the VPDEI in effecting visible, positive change.



RESPONSIBILITIES OF THE VICE PRESIDENT FOR DIVERSITY, EQUITY, AND INCLUSION

Reporting to the President and serving on the Cabinet, the VPDEI is responsible for leading efforts to assess the climate for diversity, equity, and inclusion on campus and working with the Cabinet and other leaders to promote positive change.

Once on campus, the VPDEI will have the opportunity to assess campus needs and develop a position description and hire another staff position within the department. The new Vice President will not be expected to do this work alone, and the Board has committed to funding another position, as determined by the VPDEI.

Although there is some freedom to shape the role of leading DEI and designing what the role is and does, the position description for this role outlines these examples of essential responsibilities the VPDEI might undertake:

- Collaborate with senior administrators and others doing DEI and racial justice work on campus to evaluate how institutional policies, procedures, and practices create varying obstacles for the success of students, faculty, staff, and other members of the college community, particularly those from marginalized groups.
- Develop new and oversee current DEI initiatives, programming, and equity-centered learning and professional development opportunities for students, faculty, and staff on diversity, equity, and inclusion topics.
- Present and/or coordinate the presentation of information through face-to-face and virtual presentations, training, meetings, and written communications to college and external audiences.
- Implement, coordinate, and evaluate the College's [Strategic Plan](#).
- Assist and coordinate cross-departmental efforts to better integrate diversity, equity, and inclusion into teaching and work practices of faculty and staff.
- Consult with communications and marketing staff on best practices regarding the use of inclusive language and accurate representation of diversity on campus.
- Work in collaboration with the Affirmative Action Officer to respond to bias incidents that impact the campus community, specifically consultation on senior leadership's institutional response to such issues.
- In collaboration with the Institutional Research team, develop key performance indicators and metrics to measure the effectiveness of diversity, equity, and inclusion initiatives by the department and the campus.
- Stay current on diversity, equity, and inclusion best practices through research and trends, applying frameworks, concepts, and strategies effectively.
- Work in partnership with the College's Title IX Coordinator and Affirmative Action Officer to promote a safe and inclusive campus environment for all community members.
- Serve on and/or Chair college-wide committees to further institutional goals and initiatives.
- Foster collaborative relationships between the DEI department and both student and employee resource groups.
- Manage budget(s), monitor expenditures, and initiate or approve program budget allocations.



EXPECTATIONS FOR THE VICE PRESIDENT OF DEI

In addition, these are the personal and professional qualities, skills, and attributes that colleagues and stakeholders expect the VPDEI to demonstrate:

- Strong communication skills—including written and oral communication, interpersonal skills, and active listening to diverse viewpoints;
- High emotional intelligence;
- Skills in presenting and training;
- Patience and resilience, as this person will not be able to do it all;
- Skill in collaboration and guiding others;
- Ability to bring people together, cultivate good working relationships, and to approach their work and colleagues with kindness and empathy;
- Principled leadership, based on solid grounding in DEI work;
- A capacity to demonstrate “radically human-centric” approaches;
- Understanding of rural environments and communities like rural Franklin County, including the socioeconomic implications;
- Skill in restorative justice practices and antiracism work, engaging in the difficult challenges and confronting difficult self-reflection and awareness.



REQUIRED QUALIFICATIONS

To be effective, the successful candidate for the Vice President of Diversity, Equity, and Inclusion position shall demonstrate all these **required qualifications**:

- Master's degree or equivalent combination of education and experience in a related field from an accredited institution;
- Significant experience leading diversity, equity, and inclusion initiatives and activities for large or complex organizations;
- Evidence of professional knowledge and experience related to diversity, equity, and inclusion (such as designing and leading training, certificates, research, publications, policy development).

PREFERRED QUALIFICATIONS

The successful candidate for the Vice President for Diversity, Equity, and Inclusion position may also demonstrate some of these **preferred qualifications**:

- Successful record of leading diversity, equity, and inclusion initiatives in a post-secondary educational institution;
- Professional certification in diversity, equity, and inclusion or related fields;
- Experience in a college community setting.



APPLICATION AND NOMINATION PROCESS

Academic Search is assisting Greenfield Community College in this search. All inquiries, nominations, and applications will be held in strict confidence. To learn more about this opportunity and discuss your qualifications and interest, potential applicants are encouraged to schedule a confidential conversation with one of the Senior Consultants for this search: Dr. Nancy Crimmin (nancy.crimmin@academicsearch.org) or Dr. Ginny Horvath (ginny.horvath@academicsearch.org).

Applicants should send the following three documents (each in PDF format) to Academic Search at GCCVPDEI@AcademicSearch.org:

A detailed **cover letter** expressing your interest in this position and addressing how you meet the qualifications and expectations outlined in this profile;

A current **full resume or curriculum vitae** that includes relevant responsibilities and accomplishments;

A **list of five professional references**, including names, titles, organizations, phone numbers, and email addresses, noting your relationship with each reference.

References will not be contacted until later in the search process and only with the candidate's permission. A full background check (including personal identity, degree verification, criminal records check, credit check, and sexual misconduct check) must be completed satisfactorily before any candidate can be offered this position.

Although nominations are not required to be considered for this position, leaders who know of outstanding candidates are welcome to submit confidential nominations by sending an email to GCCVPDEI@AcademicSearch.org. Be sure to include the nominee's full name, position, institution/organization, and email address. Academic Search will notify individuals of their nomination, provide details about the position, and encourage them to apply.

Although the search remains open until the position is filled, for full consideration by the Search Committee, candidates should submit application materials by **October 11, 2024**. Finalists for the position will participate in campus interviews that will include a public presentation.

APPLICATION AND NOMINATION PROCESS (CONT.)

COMPENSATION AND BENEFITS

The annual compensation range for this 12-month, non-bargaining unit position is \$120,000 - \$130,000, commensurate with experience. This role is eligible to be conducted in a hybrid arrangement of both required on-site attendance and remote work (1 day per week, maximum), per the state's telework policy. As an employee of the Commonwealth of Massachusetts, the VPDEI and all GCC employees are offered a competitive total compensation package that includes these benefits:

- High quality and affordable health insurance through the Commonwealth's Group Insurance Commission (GIC);
- Great dental plans and vision discounts;
- Flexible Spending Account and Dependent Care Assistance programs;
- Retirement Savings: State Employees' Pension or Optional Retirement Program (ORP) and Deferred Compensation 457(b) plan or 403(b);
- 12 paid holidays per year and competitive sick, vacation, and personal time;
- Tuition benefit for employees and dependents at state colleges and universities;
- Professional development and continuing education opportunities;
- Access to the Commonwealth's Mass4You employee assistance program.

ANNUAL SECURITY REPORT NOTICE

Greenfield Community College's [Annual Security Report](#) contains crime statistics for the three most recent calendar years for certain locations associated with the College as well as other campus security and personal safety topics, such as crime prevention; campus safety authority; crime reporting policies; campus alerts (Timely Warnings and Emergency Notifications); programs to prevent dating violence, domestic violence, sexual assault, and stalking; and other matters of importance related to security on campus.

If you would like to receive a paper copy of the Annual Security Report, you can request that one be mailed to you by calling (413) 775-1212.

Greenfield Community College, an Equal Opportunity Employer, is proud to value diversity in our community of faculty, staff, and students. As an inclusive community, Greenfield Community College engages in intentional and ongoing reflection of diversity as we seek to create a culture that values, encourages, and embraces a wide range of individual and group differences. In compliance with the Americans with Disabilities Act, GCC will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer by contacting Human Resources at humanresources@gcc.mass.edu or (413) 775-1313.

2024 Affirmative Action Statement: *Greenfield Community College is an affirmative action/equal opportunity employer and does not discriminate on the basis of race, color, national origin, ethnicity, sex, disability, religion, age, veteran status, genetic information, pregnancy or related conditions, gender identity, sex characteristics, sex stereotypes or sexual orientation in its programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and college policies. The College prohibits Sex-Based Harassment. Inquiries or complaints concerning discrimination, harassment, or retaliation shall be referred to the College's Affirmative Action Officer and/or Title IX Coordinator, the Massachusetts Commission Against Discrimination, the Equal Employment Opportunities Commission or the United States Department of Education's Office for Civil Rights.*



ABOUT ACADEMIC SEARCH

Academic Search is assisting Greenfield Community College in this work. 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.

