SEARCH PROSPECTUS:
CHIEF DIVERSITY OFFICER

VITERBO UNIVERSITY
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Viterbo University, located in scenic La Crosse, Wisconsin, invites applications and nominations for the position of Chief Diversity Officer and Advisor to the President. The university seeks a strategic, innovative, collaborative individual to join the leadership team of Interim President Rick Trietley, as he leads Viterbo University into the next chapter of its history.
Viterbo University was founded in 1890 as St. Rose Normal School by the Franciscan Sisters of Perpetual Adoration to prepare Sisters to teach in elementary schools. Collegiate courses were introduced in 1923 and steps were taken toward the development of a regular four-year college program. In 1937, the name of the college was changed from St. Rose College to Viterbo College. Lay women were admitted in 1943. In the 1950s, Viterbo expanded its programs in the liberal arts and in the preparation of teachers for secondary schools. Men were admitted in 1970. In 2000, Viterbo changed from college to university status. The university introduced its first doctorate program in nursing practice in 2013.

In fall of 2020, the university enrolled 2,521 students overall with 1,630 undergraduates and 891 graduate students. Ninety-eight percent of undergraduate students receive financial aid and the average financial aid need met is 85 percent. With an 11:1 student-to-faculty ratio, the average class size is 16, helping to cultivate the strong relationships shared among students and faculty through mentoring, advising, and teaching. Today, there are more than 23,000 living Viterbo alumni worldwide. The university employs 331 individuals including 111 faculty.

With 43 consecutive years of balanced budgets and low long-term debt, Viterbo University has a strong financial foundation. As of 12/31/20, total assets were valued at more than $129 million and total liabilities at $8.6 million which includes $1.6 million in long-term debt. The endowment was valued at $60.4 million.

A warm and welcoming community for students, faculty, and staff of all faiths, Viterbo’s proud Catholic and Franciscan heritage can be felt throughout campus. As one of only 23 Franciscan universities in the U.S., Viterbo’s mission to prepare students for faithful service and ethical leadership provides a values-based education grounded in leadership through service, with a strong emphasis on ethics. In keeping with the tradition of its Franciscan founders, the university has established five core values: Contemplation, reflecting upon the presence of God in our lives and work; Hospitality, welcoming everyone we encounter as an honored guest; Integrity, striving for honesty in everything we say and do; Stewardship, practicing responsible use of all resources in our trust; and Service, working for the common good in the spirit of humility and joy.

As articulated in the university’s vision statement, Viterbo is a Catholic, Franciscan university boldly transforming students and our communities through service, collaboration, and leadership. In 2019, the university launched a new strategic plan that translates its mission, values, and vision into specific strategic priorities for the next five years:

- **DELIVERING OUR PROMISE**
  We will provide all our students with a transformational educational experience that develops their unique talents, passions, and leadership potential. This distinctive Viterbo education will lead to success in their chosen academic field and future career.

- **OWNING OUR FUTURE**
  We will enhance and demonstrate the “Viterbo difference” through which we transform the lives of all our students. We will further develop our employees, campus culture, facilities, and programming to further this distinction and to best serve our students and communities.

- **STRENGTHENING OUR CONNECTIONS**
  We will strengthen our position as the regional partner of choice for employers and other organizations as Viterbo meets the evolving needs of the community.

- **GROWING OUR VALUE**
  We will offer new undergraduate, graduate, certificate, and noncredit programs and refine existing programs to be proactive in meeting the evolving needs of employers and to contribute to the overall success of the region.

Take a virtual tour or watch our short campus tour video.
LEADERSHIP

Richard (Rick) Trietley served Viterbo University as the vice president for student affairs, interim provost, and executive vice president for student success before assuming the interim president position in 2021. Prior to arriving at Viterbo in 2017, he served as the vice president for student affairs at St. Bonaventure University in New York for nine years. At Viterbo, Rick has overseen the implementation of a sophomore live-on-campus requirement, the addition of several athletic teams, the expansion of the residence complex, and increased the availability of mental health counseling services for students. Rick retired from the military as a Lieutenant Colonel after 22 years in the U.S. Army including a combat deployment to Afghanistan where he served as Brigade Executive Officer of 1st Brigade, 82nd Airborne Division where he was second-in-charge of 3,200 soldiers. He also served as the professor of military science for the St. Bonaventure University Army Reserve Officers’ Training Corps (ROTC) before his military retirement.

In recent years, Viterbo has expanded both undergraduate and graduate offerings, including programs in engineering, nutrition/dietetics, counseling, and tracks in the DNP program. A program to serve military aligned students and their families was successfully launched and continues to grow. Athletics added several sports; women’s volleyball ended the 2019 season ranked 3rd in the NAIA, and women’s cross country earned a first ever conference title. Through collaboration with the Boys & Girls Clubs of Greater La Crosse and philanthropic support, Viterbo has launched a full-tuition scholarship for a member of the local club. In 2020 Viterbo launched a co-admission program with Western Technical College, allowing students to seamlessly transfer between the institutions.

Interim President Trietley is supported by the members of his Cabinet, which includes the Senior Vice President for Finance and Administration, the Vice President for Academics, the Vice President for Advancement, the Vice President for Enrollment Management, the Vice President for Student Affairs, the Executive Director of University Relations, and the Chaplain. The cabinet is joined by the deans and the assembly leaders to form the cabinet and deans as the leadership council for the university. The cabinet and deans serve on various committees of the Board of Trustees. The university has a two-tier governance system with a 31-member Board of Trustees and Viterbo Ministries (a Public Juridic Person).
Viterbo University has centered diversity and inclusion in its values, mission, and practice. We believe that for a university community to thrive, it must be diverse and inclusive of identities, experiences, and ideas. We also understand that social justice and equity must first be present for diversity and inclusion to exist and flourish. Previous strategic plans initiated progress including the development of strong student support services and the creation of an office for Multicultural and International Engagement, with personnel dedicated to supporting students and centering student identity and experience to enhance holistic education and development. Initiatives to increase and support diversity in the university’s nursing program and STEM programs have been supported by significant federal grants. Now, in alignment with our 2020-2025 strategic plan, Viterbo continues to create systems and structures to advance our mission and progress on DEI initiatives. An Executive Director for Inclusive Teaching and Learning / tenure-track faculty leadership position is posted and will be filled for fall semester to focus on building the capacity of faculty as well as leading curricular review and revision related to DEI. The inaugural Chief Diversity Officer and Advisor to the President will lead university strategic planning in relation to DEI and will collaborate with these leaders and other campus community members to implement the DEI initiatives and measure progress. Past and current progress on DEI and social justice initiatives on campus is highlighted at https://www.viterbo.edu/social-justice-and-equity/our-progress.
ACADEMICS

Over a century ago, the Franciscan Sisters of Perpetual Adoration recognized the importance of educating the whole person when they began teaching young students in the La Crosse area. This tradition continues to guide educational directions at Viterbo through liberal arts and professional programs that include an associate degree, 39 undergraduate degree programs, eight graduate degrees, and multiple certification programs.

UNDERGRADUATE EDUCATION

The university’s LIVE Core Curriculum is grounded in the liberal arts and prepares students to live and work in a global society, affirm the dignity of all people, embrace a passion for justice, revere the natural world, and nurture a spirit of inquiry and a love of truth. Viterbo students study a broad range of disciplines, from the natural and social sciences, arts, and humanities, so they may fully appreciate and understand the world and their role within it. As part of the required core curriculum, students completed a three-credit “mission seminar” called Living in a Diverse World, typically in their second year, and another three-credit seminar called Serving the Common Good, typically in their third year. The university offers more than 39 undergraduate majors and 41 minors – complete with internships, study abroad, and research opportunities – firmly rooted in the liberal arts so that students learn to think critically and creatively, communicate effectively, integrate knowledge from different disciplines, and apply knowledge and skills in real world settings, preparing them for an increasingly complex and interconnected world after graduation.

Academic programs are housed within three colleges and two schools.

ACCREDTATION

Viterbo University is accredited by the Higher Learning Commission and received reaccreditation in 2018.

- College of Business, Leadership, and Ethics
- College of Engineering, Letters, and Sciences
- College of Nursing and Health
- Conservatory for the Performing Arts
- School of Education

DEGREE COMPLETION, INTERNATIONAL, AND GRADUATE EDUCATION

Since 1976, Viterbo has been serving the needs of working professionals. The bachelor completion programs in business, education, nursing, and social work offer a specialized learning environment tailored specifically for serving the needs of working adults with classroom-based and online bachelor’s degree completion programs designed specifically to fit the busy schedules of working professionals. The programs offer:

GRADUATE PROGRAMS

Graduate programs in education, including Master of Arts in Education and licensure programs

- Master of Arts in Servant Leadership
- Master of Business Administration
- Master of Science in Mental Health Counseling
- Master of Science in Nutrition Sciences/Dietetics
- Doctor of Nursing Practice
- EdD in Counselor Education and Supervision
ONLINE AND HYBRID UNDERGRADUATE PROGRAMS:

- Accounting Degree Completion
- Bachelor of Science in Nursing Completion
- Elementary Education
- Health Care Management
- Business Leadership
- Social Work

Viterbo’s graduate degree programs offer a unique combination of academic rigor, a solid foundation in ethics, and a balance between life and work to benefit program participants. Viterbo offers five master’s degrees, and 19 certificate programs. A Graduate Council, comprised of an interdisciplinary team of leaders from the graduate programs, provides oversight.

The university’s center in West Des Moines, Iowa, serves primarily as the graduate recruitment home for the Iowa Graduate Programs in Education. Additionally, Viterbo offers education programs throughout Wisconsin.

Faculty and staff at Viterbo are dedicated to the success of all students, both domestic and international. Viterbo currently enrolls students from 13 other countries and strives to provide international students with specialized academic support and cultural experiences by integrating them into the community while exchanging information and values with fellow students.

EXPERIENTIAL LEARNING

All students at Viterbo have the opportunity to engage in experiential learning, whether as a component of their major or through internships, volunteering, service, research projects, or study abroad. Viterbo recognizes that internship experiences are an essential component of students’ education, providing them with a chance to learn new skills, network with professionals in their field, apply coursework to a real-world work situation, and explore career options. Service learning at Viterbo has also been facilitated by the creation of Ugetconnected, a one-stop, online center formed in partnership with Great Rivers United Way, University of Wisconsin-La Crosse, and Western Technical College. An account is automatically created for all Viterbo students upon enrollment to the university.

Following in the Franciscan tradition and Viterbo value of service, all Viterbo students are required to complete the core curriculum mission seminar “Serving the Common Good.” This course gives students hands-on experience in civic engagement that applies content learned in the course. Students participate in activities designed to foster the common good while reflecting on their values and practices of community, servant leadership, and collaboration. Collaborations with community partners allow students to demonstrate a developing competency of community engagement and civic responsibility. In addition, Service Saturdays include a variety of service learning opportunities with the Children’s Museum, Habitat for Humanity, the Salvation Army, and many other non-profit organizations.

Viterbo University is dedicated to undergraduate research by providing students with the resources and opportunities to engage in meaningful faculty-student collaborative research and creative work; supplying infrastructure and support to faculty who mentor undergraduate research and creative work; facilitating students’ presentations of their scholarship to faculty, peers, and community members; and fostering the growth of students as inquisitive scholars, engaged citizens, and ethical leaders. Each year the university holds three research showcases: Scholars Days, a university-wide celebration of student achievement across academic disciplines; the Seven Rivers Undergraduate Research Symposium, a premier regional conference on undergraduate research and creative inquiry; and the Summer Undergraduate Research Fellowship Program, which supports faculty-student collaborative research and creative projects during the summer.

Study abroad is one of the most enriching and life-changing experiences Viterbo can provide to its students, allowing them the opportunity to deepen their understanding and appreciation of places, people, and cultures, as well as global issues as a foundation for decision-making and action as they lead and serve after graduation. Many of these experiences are faculty-led. Students have traveled to Belize, China, Costa Rica, England, Italy, and South Africa among other destinations.
DISTINCTIONS

- 100% percent of Viterbo’s alumni report being employed or attending graduate school within six months of graduation.
- Viterbo University was named to a list of Military Friendly Schools—one of only 15% across the nation to earn that distinction—by G.I. Jobs.
- Viterbo University was consistently recognized for community service through the President’s Higher Education Community Service Honor Roll, demonstrating that its students, faculty, and staff are engaged in meaningful service that achieves measurable results in the community.
- Viterbo graduates more four-year nurses than any other private university in Wisconsin.
- The Dahl School of Business offers guaranteed paid internships to all business majors, and the largest regional MBA program.
- Viterbo is recognized as a Champions of Character Five-Star Institution by the NAIA. Criterion include character training, conduct in competition, academic focus, character recognition, character promotion, and their commitment to the five NAIA core values: integrity, respect, responsibility, sportsmanship, and servant leadership.
- The D.B Reinhart Institute for Ethics in Leadership, created in 1999, provides opportunities for education, research, and dialogue about significant ethical ideas and issues through prominent speakers, academic conferences, sponsored academic fellowships and other initiatives. The institute also boasts Viterbo’s only endowed professorship.

CAMPUS LIFE

There are more than 30 active student clubs and organizations on campus, including academic and wellness clubs, the Student Government Association, cultural and spiritual organizations, and more.

CAMPUS MINISTRY

Campus Ministry at Viterbo University serves as a vehicle for implementing the mission of Viterbo University as a Catholic, Franciscan university embracing persons of all faiths in an ecumenical Christian community and preparing students for ethical leadership and service rooted in the values of human dignity and respect for the world. It is the specific mission of Viterbo Campus Ministry to proclaim the Good News to the Viterbo University community in a prophetic, yet reconciling and welcoming way. Weekly worship is held and various retreat, service, and volunteer opportunities are offered throughout the year. The Franciscan legacy is a vital part of the fabric of Viterbo, and as a part, students are invited to participate in the Franciscan Friends program, which, through the campus ministry, pairs students and Franciscan Sisters in a social setting in the hope that they will continue to gather, learn from one another, and enjoy activities together, such as plays, music performances, and sports.

ATHLETICS

Viterbo athletics is a member of the National Association of Intercollegiate Athletics (NAIA), North Star Athletic Association. The university offers: men's basketball, baseball, bowling, cross country, golf, soccer, volleyball, and track (indoor/outdoor); women’s basketball, bowling, cross country, golf, soccer, softball, track (indoor/outdoor), and volleyball and co-ed competitive dance/cheer. The R.W. Beggs Sr. Gymnasium in the Varsity Athletics Center is home to basketball and volleyball games on campus, while Viterbo’s soccer, softball, and baseball fields are located approximately 3.5 miles north of the main campus at the Outdoor Athletics Complex.

THE ARTS

Viterbo’s magnificent Fine Arts Center attracts over 90,000 patrons annually—adults and children alike—to concerts, shows, lectures, and theatrical performances. The Fine Arts Center includes a main theatre, recital hall, black box theatre, dance studios, and art gallery. The main theatre hosts a mixture of professional musical artists, dance companies, and touring theatre companies, including in recent years Jersey Boys and An American in Paris. In addition, each season, approximately 20,000 area school children and teachers attend matinees in the Arts for Young America school series, which enhances the classroom curriculum with connections to popular children’s literature, historical events, multiculturalism, music, and dance.
COMMUNITY PARTNERSHIPS

THE BOYS & GIRLS CLUBS OF GREATER LA CROSSE
Last year, the Boys & Girls Clubs of Greater La Crosse and Viterbo University celebrated the 15-year anniversary of the Amie L. Mathy Center, a fitness center for students at the university that doubles as a place for children of the Boys & Girls Club of the south side of La Crosse to gather after school. This unique joint project is the first of its kind in the nation, combining assets and strengths of both organizations for the betterment of youth and the surrounding neighborhood, while promoting well-being and the physical, recreational, and educational development of students of all ages.

WEBER CENTER FOR THE PERFORMING ARTS
In 2013, Viterbo University and the community of La Crosse celebrated the opening of the Weber Center for the Performing Arts. Located a short distance from Viterbo’s main campus, the Weber Center is a collaborative venue supporting the missions of La Crosse Community Theatre and Viterbo University. It is located on the Mississippi River in the heart of La Crosse’s downtown arts district. The Weber Center serves as a performance and learning center where students are able to perform and attend classes in acting and stage direction, while also expanding and advancing Viterbo’s regional and national arts reputation and providing a beautiful community asset for events through cooperation and sustainability.

THE CITY OF LA CROSSE, WISCONSIN
Located alongside the Mississippi River and with a population of 51,000, La Crosse is home not only to Viterbo University but also to the University of Wisconsin-La Crosse and Western Technical College. Viterbo’s campus is just a 20-minute drive from the La Crosse Municipal Airport and 10-minute walk from downtown La Crosse which has experienced significant growth in recent years. The downtown offers farmers’ markets, hotels, restaurants, specialty shops, and events, such as those at the Weber Center for the Performing Arts. The La Crosse Center, a convention hall and arena with meeting and exhibit space, also serves as a premier Midwest convention site and entertainment destination for such acts as Elton John and the Harlem Globetrotters. In addition, there are beautiful riverfront parks and outdoor recreation areas including bike paths, running trails, and kayaking. Grandad Bluff, the largest bluff in the La Crosse area, is a particularly popular attraction, well known for its scenic overlook of La Crosse and the tri-state area. La Crosse is also within a three-hour drive of Madison, Wisconsin, and St. Paul/Minneapolis, and just over three hours from Milwaukee.

In addition, La Crosse is a regional technology and medical hub with multiple hospitals, including the Mayo Clinic Health System and Gundersen Health System. Also, the La Crosse Promise, a local nonprofit organization, is working to transform La Crosse economically and improve the quality of life for all citizens through a strong commitment to education.

La Crosse has been named as one of the best places to live, a top small city where business is thriving, and one of the most exciting small cities in America. To learn more about La Crosse, please visit http://cityoflacrosse.org/, www.explorelacrosse.com/ or www.lacrossedowntown.com/. For a scenic overview of the city, click here.
Viterbo University, an independent, liberal arts institution in the Catholic tradition located in La Crosse, Wisconsin, seeks a dynamic and strategic leader to serve as its inaugural Chief Diversity Officer (CDO) and Advisor to the President. The CDO and Advisor to the President will be a recognized thought leader and trusted advisor on diversity, equity and inclusion (DEI) across the University, driving Viterbo toward its vision of radical hospitality in a diverse, equitable, and inclusive educational environment. The position is available immediately.

Viterbo seeks an energetic, collaborative, strategic leader with a track record of advancing diversity, equity, and inclusion initiatives and outcomes. Reporting directly to the President and serving on the President’s cabinet, the Chief Diversity Officer will set the strategic direction and will oversee the implementation and ongoing evaluation of diversity, equity, and inclusion initiatives across the institution. Serving as principal advisor to the president on DEI, the CDO will lead university-wide effort – including training and development - to build and sustain a culture of diversity, inclusivity, and equity, and will collaborate with other leaders on campus to recommend and implement cohesive and integrated plans. Further, the CDO will engage with students, faculty, and staff to identify and address potential barriers and institutional systems that may foster systemic inequalities. The CDO will serve on the Cabinet and Dean leadership group and other key institutional committees, including leadership of the campus Social Justice and Equity committee and as a liaison to the Student Social Justice and Equity committee. The CDO will also provide supervision for the Title IX Coordinator, with a potential for supervision of additional areas depending upon the portfolio of experience of the selected candidate (a Vice President title is a possibility for candidates with strong supervisory experience and, preferably, an earned doctorate).
QUALIFICATIONS AND LEADERSHIP CHARACTERISTICS

• Strong ethical leadership characteristics, including energizing, listening, collaborating, empathizing, visioning, and community building. Ability to create allies and build trusting and mutually respectful relationships with students, administrators, faculty, staff, alumni, and other community partners and stakeholders, while navigating political landscapes and responding appropriately to sensitive issues.

• Earned master’s degree; Vice President title is possible for a candidate with strong administrative experience and, preferably, an earned doctorate degree.

• Minimum of five years leadership experience in higher education or a comparable industry advancing diversity, equity and inclusion and fluency with the scholarship around diversity, equity and inclusion, or related disciplines.

• Ability to engage in data-informed strategic analysis of opportunities and challenges and to assess the effectiveness of DEI initiatives and programs.

• Excellent verbal and written communication skills and knowledge of group dynamics.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to sit; use hands to handle or feel and talk or hear. The employee is frequently required to reach with hands and arms. The employee is occasionally required to stand; walk and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. The employee is expected to meet and perform the physical requirements and to work effectively in an environment which is typical of this position.
APPLICATION AND NOMINATION PROCESS

The university is being assisted by Academic Search, Inc. Applications should consist of a substantive cover letter addressing the qualifications and expectations listed above, curriculum vitae, and a list of five professional references with full contact information and a note indicating the nature of your working relationship with each. References will not be contacted without the explicit permission of the candidate. Applications, nominations, and expressions of interest can be submitted electronically, and in confidence, to: ViterboCDO@academicsearch.org.

The position is open until filled. Confidential discussions about this opportunity may be arranged by contacting senior consultant Jerry Israel (jerry.israel@academicsearch.org).

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ABOUT ACADEMIC SEARCH

Academic Search is assisting Viterbo University 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. For more information, visit www.academicsearch.org.

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