



VICE PRESIDENT & CHIEF OPERATIONS OFFICER

Loras College is an equal opportunity employer committed to creating an educational and work environment that is inclusive, rich in diversity, and supportive of all students, faculty and staff. Individuals from diverse racial, ethnic, and cultural backgrounds, women, veterans, and persons with disabilities are strongly encouraged to apply.

Loras College in Dubuque, Iowa announces the search for a new **Vice President & Chief Operations Officer (VP & COO)**. The VP & COO will lead the Finance and Administrative Services division and report directly to the President of the College. As a member of the President's Executive Team, the VP & COO provides strategic direction and thought leadership to the formulation, implementation, and administration of College-wide financial and operational policies and goals. The VP & COO will work closely with the President and Board of Regents in developing strategic initiatives for the growth and financial well-being of the institution. The successful candidate will be a strategic problem solver who takes a value-based approach to leading all aspects of the College's financial and business operations to include regular interactions with campus community leaders, banking partners, and vendors. The VP & COO will respect shared governance and promote teamwork, inclusive decision-making and a sense of community. **The appointee will take office in the fall of 2021.**

THE COLLEGE

Founded in 1839, Loras College is a Catholic, primarily undergraduate, liberal arts institution that includes pre-professional and career preparation programs, as well as several graduate programs. The Loras College community embraces the **core values of truth, respect, responsibility, excellence, and service** that define the way we work, behave, and relate to others. These values align with our college mission: **Loras, as a Catholic liberal arts college creates a community of active learners, reflective thinkers, ethical decision makers, and responsible contributors in diverse professional, social and religious roles.**



Loras employs approximately **375 faculty and staff members**. The faculty and staff bring a wide variety of talent, skill and experience to ensure the growth of our students. They share a strong sense of community and engagement in the life of the college through staff participation in academic courses and service trips and other co-curricular activities. The faculty and staff are passionately committed to delivering academically challenging and immersive learning experiences that prepare our graduates to perform at the highest levels and make valuable contributions to their families, their employers, and their communities.

THE STUDENTS

The College enrolls **more than 1,400 students**, most of whom are full-time undergraduates. Students enrolled at Loras College in Fall of 2020 were 43% women and 57% men. They came from 31 different states and 3 countries, but the vast majority enroll from Iowa, Illinois, Wisconsin and Minnesota.



Life outside the classroom is characterized by the residential living experience required of all but senior students and opportunities for participating in any number of clubs and intramural activities on campus. In addition to the co-curricular activities, the College offers students an opportunity to participate in **11 women's and 11 men's sports at the NCAA DIII level.**

Loras' **Center for Experiential Learning** serves as a vibrant and important hub for outside the classroom learning. A robust series of internship, study abroad, career preparation and service learning opportunities are facilitated for students in partnership with our faculty and staff from across campus by five dedicated professionals housed within the Center. The academic calendar includes a required January Term, which helps to support many of these unique experiences.

The powerful and intentional combination of the curricular and co-curricular experiences result in a high percentage of students graduating in four years and achieving significant success beyond graduation. The Loras graduating class of 2019 reported that 98.8% were employed full-time or in graduate school.

The ACADEMIC PROGRAM

The academic program at Loras College is supported by **103 full-time faculty members and more than 92% of them are credentialed with terminal degrees.** The College offers **42 undergraduate majors and 7 graduate programs.** The Loras College undergraduate and graduate programs are fully accredited by the North Central Association of Colleges and Schools. The Iowa State Department of Education has granted approval to all graduate practitioner endorsement programs at Loras College.

The undergraduate programs include elements of two key learning opportunities: community-based learning and experiential learning. The experiential learning effort was previously and briefly referenced in the student section. Through community-based learning courses, volunteering and AmeriCorps opportunities, The Center for Experiential Learning challenges students to get to know the assets and needs of Dubuque and to become involved in the community.



THE CAMPUS AND COMMUNITY

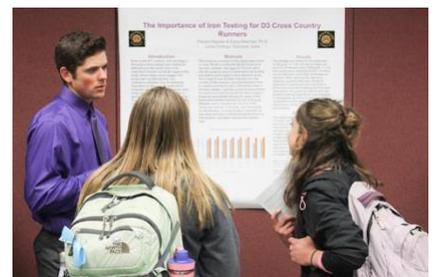
This 65-acre residential campus is located in a residential area nestled high atop the majestic bluffs of the Mississippi River in Dubuque, IA. **The Loras College Historic District has been listed on the National Park Service’s National Register of Historic Places.** Dubuque is Iowa’s first city and among the oldest settlements west of the Mississippi River. The first permanent settler

to the area was French-Canadian fur trader Julien Dubuque. Today, **Dubuque and its surrounding area has a population of approximately 100,000 people.** The city views the College as an important part of its heritage. Loras is one of the largest and most vital, creative and attractive places to live and work in the area. The city is known worldwide for its Riverfront renaissance, an amazing transformation of the community’s workforce diversification and downtown revitalization. **The America’s River project, a \$188 million project to transform Dubuque’s riverfront, has rejuvenated this historic river town into a destination.**

The river walk is part of the 26 mile Heritage Trail that connects the Mississippi to Dyersville’s **Field of Dreams** and many trails and waterways that span across the landscape. **The Smithsonian affiliated National Mississippi River Museum & Aquarium** is an attraction for residents and visitors to the city. In addition, there are several other museums, charming boutique stores and great local restaurants.

LORAS COLLEGE POINTS OF DISTINCTION

- U.S. News & World Report ranked Loras the No. 1 “Best Value” private institution in the state of Iowa in 2020.
- Forbes Magazine has listed Loras as one of the Top-200 Best-Loved Colleges for three consecutive years.
- Loras ranked third among Iowa’s 34 private not-for-profit colleges according to MONEY Magazine’s Best Colleges for Your Money list.
- Washington Monthly cited Loras as the 19th Best Bachelor’s Degree College in the US - the highest-ranking college or university in Iowa.
- The Council for Advancement and Support of Education (CASE) selected Loras College as a recipient for a 2020 Educational Fundraising Award. As part of the 2020 Circle of Excellence Awards, Loras was cited for Overall Performance as a Private Liberal Arts Institutions with Endowments Under \$150 Million.



- For an unprecedented 12th consecutive year, Loras College Television took home the top honor of Television Station of the Year at the Iowa College Media Association Awards in Des Moines, Iowa. The recognition is the highest award the ICMA can bestow upon any of Iowa's college and university television/media programs.
- 2021 marked the 28th consecutive year of a Loras student receiving a first place, second place or honorable mention in at least one category of the Delta Epsilon Sigma National Writing Competition.
- Loras was named a Top 20 institution nationally for students with autism spectrum disorder (ASD) according to rankings by Best Value Schools and the only school in Iowa to make the list.
- Loras College's Engineering program ranked in the top five of the American Society for Engineering Education's (ASEE) listing of the top 20 institutions awarding Bachelor's degrees to women.
- 100% of undergraduate students receive financial aid.
- 87% of 2019 Loras students graduated in four years or less.

THE FINANCIAL OVERVIEW

Financial indicators at Loras College reflect ongoing improvements in institutional financial health. These improvements are a consequence of increased philanthropic results and careful stewardship of the college's financial resources. After several years of focusing on bolstering the college's balance sheet, attention has now turned to generating ongoing improvements in liquidity and growth in operational results. To achieve these goals, strong strategic planning and financial modeling will be important for Loras' long-term financial well-being.

- The College has successfully **improved its net income from operations by 2.5 million over the past five years.**
- The College has **grown its endowment by 82% over the past five years.**
- A \$75 million **capital campaign** was publicly launched in the fall of 2013 and ran through 2017, totaling **\$105 million.**
- A new capital campaign is underway and currently in the quiet stages.

THE ESSENTIAL RESPONSIBILITIES OF THE VP & COO

The responsibilities of the VP & COO are broad and focus on the total institution; however, he/she must be prepared to:

- Work effectively with the President and Board of Regents in developing strategic initiatives for the growth and financial well-being of the Institution;
- Develop and maintain a financial reporting and long-range forecasting system, including an annual budgeting process that identifies and measures the key drivers of success for the Institution's financial well-being;
- Identify and maintain banking, vending and lender relations sufficient to meet the College's current and future needs;
- Educate and facilitate effective processes to ensure campus constituents are maximizing financial resources for maximal strategic benefit;
- Assume responsibility for the development and implementation of effective financial, accounting, and strategic planning;
- Assume responsibility for developing, recommending, and implementation of such internal accounting and financial controls and programs as are necessary to preserve and expand the College assets;
- Assume responsibility for the effective maintenance and reporting of financial records;
- Assume responsibility for the management of the Business Office staff, the physical facilities and Physical Plant staff, the Information Technology staff and the Human Resources staff;
- Effectively supervise assigned personnel, ensuring optimal performance;
- Assume responsibility for the effective performance of area functions; and
- Assume responsibility for establishing and maintaining effective business relations with outside auditors and regulators.

THE DESIRED ATTRIBUTES OF THE VP & COO

To provide the leadership required in this position, the Vice President & COO will demonstrate the following attributes:

- Accountability - Ability to accept responsibility and account for his/her actions;
- Accurate - Submitted work is complete and without errors. Provide accurate, timely and reliable information. Serve as a source for truth;
- Active Listening - Ability to actively attend to, convey, and understand the comments and questions of others;
- Analytical Skills - Ability to use thinking and reasoning to solve a problem;
- Communication, Written - Ability to communicate in writing clearly and concisely;
- Communication, Oral - Ability to communicate effectively with others using the spoken word;
- Constituent Focus - Ability to serve both external and internal constituencies;
- Delegating Responsibility - Ability to allocate authority and/or task responsibility to appropriate people;

- Ethical - Ability to demonstrate conduct conforming to a set of values and accepted standards. Lead by example exhibiting a high degree of integrity;
- Financial Aptitude - Ability to understand and explain economic and accounting information, prepare and manage budgets, and make sound long-term investment decisions;
- Judgment - The ability to formulate a sound decision using the available information;
- Mission and Vision of the College - Demonstrates a commitment to the Mission and Vision of Loras College;
- Presentation Skills - Ability to effectively present information publicly;
- Persuasive - Ability to influence others to change position or to adopt a specific point of view;
- Relationship Building - Ability to effectively build relationships and maintain rapport with internal and external constituents;
- Reliability – Ability to be dependable and trustworthy;
- Strategic Leadership - Ability to develop a vision and drive attainment of College goals in a strategic manner;
- Decision Making and Systems Analysis – Ability to determine how a system should work and how changes in conditions, operations, and the environment will affect outcomes by developing healthy and synergistic business partnerships;
- Higher education—A thorough understanding of financial and accounting practices, procedures, and regulations as they relate to higher education;
- Investments—A thorough knowledge of investments, financial research, and reporting;
- Technology—A good understanding of information technology systems;
- Leadership—A good knowledge of management/leadership practices; and
- Interpersonal—Strong interpersonal and leadership skills.

THE EDUCATIONAL AND EXPERIENCE QUALIFICATIONS

A Bachelor's degree in Finance, Accounting or a related field is required. A CPA, CMA or MBA is preferred. While higher education experience is desirable, comparable experience outside of higher education will be considered. At least seven to ten years of related progressive experience is expected. Candidates should have a successful track record of senior leadership in business management, finance, operations or a related area(s). Excellent interpersonal, oral, and written communication skills; ability to work in a team environment; collaborative management style; and a strong commitment to diversity are critical. Candidates will be expected to support and advance the mission of the College and effectively advocate the College's Catholic identity.

COMPENSATION

Compensation will be commensurate with qualifications, education and experience. Fringe benefits include medical/dental/life/disability insurance, flexible spending plan, retirement plan, tuition remission/exchange programs, membership at the Wellness Center and Graber Sports Center/San Jose Pool, and free admission to many college events.

THE APPLICATION PROCESS

Loras College will be evaluating applications as they are received and will narrow the pool by the earliest possible date. Although applications will be accepted until the time that a new VP & COO is selected, candidates should submit their materials as soon as possible for the most favorable consideration.

Applicants must go to <https://loras.applicantpool.com/jobs> to apply. Applications must include a letter of interest, curriculum vitae and five professional references with the email and telephone numbers (references will not be contacted without prior authorization from the applicant). Finalists will need to pass a detailed background check before a written offer is extended.

