



Job Description

Vice President for Mission and Identity

Summary: The Vice President for Mission and Identity is appointed by the Board of Trustees upon the recommendation of the President and the Members of the Corporation of St. Mary's University. The Vice President's primary responsibility is to promote and foster the Catholic and Marianist Identity of the University.

The Vice President will work in collaboration and consultation with vice presidents, deans, department chairs and other administrators on matters related to recruiting and hiring for mission, as well as orientation and education of trustees, faculty, staff and students regarding the University's mission and identity. As leading liaison in promoting the presence of a professed Marianist on the Executive Council of the University, the position is specifically charged with responsibilities relative to Marianist presence.

Essential Duties and Responsibilities:

- Works to assure the continued presence of the Catholic and Marianist character of St. Mary's University. Included in this responsibility would be the promotion of the Catholic Intellectual Tradition as well as the Marianist educational heritage
- Assists with planning, developing and implementing retreats, orientations, lectures, gatherings and other opportunities to provide on-going formation of trustees, faculty, staff and students on Catholic and Marianist traditions
- Works to unify the efforts of individual professed Marianists and of the Marianist religious communities associated with the University in fulfilling the mission of St. Mary's
- Serves on the Executive Council and reports to the President
- Establishes an advisory council to assist with developing strategies to promote the presence of the Catholic and Marianist character of St. Mary's throughout the University
- Oversees University Ministry and The Marianist Forum

Qualifications:

- Professed Marianist
- Bachelor's Degree from an accredited institution required and Master's Degree or Doctoral Degree preferred
- Experience in working with diverse groups and demonstrated record of distinction in the Marianist tradition. Five to seven years of experience in leading and collaborating with various constituents as a professed Marianist
- Comprehensive knowledge of college administration and college/university policies and procedures.
- Ability to establish and maintain effective working relations with University trustees, faculty, staff and students, as well as community leaders and the public
- Strong communication skills, both orally and in writing
- Strong managerial skills and organizational abilities