Job Class: MnSCU Administrator 8 (F012P)
Working Title: Sr. System Director for Research

Who May Apply: Open to all qualified job seekers
Date Posted: 9/30/2019
Closing Date: 10/21/2019
Hiring Agency/Seniority Unit: Minnesota State - System Office/Administrator's Personnel Plan
Division/Unit: Academic and Student Affairs
Appointment Type: Unlimited - Full-time
Work Shift/Work Hours: Day Shift
Days of Work: M-F
Travel Required: Yes – 5%
Salary Range: $88,939 - $142,306/annually
Classified Status: Unclassified
Bargaining Unit/Union: 220/Administrators Plan
FLSA Status: Exempt Executive
Location: St. Paul
Connect 700 Program Eligible: No

Job Summary:

The Senior System Director for Research leads the development and implementation of the system's performance measurement, accountability, predictive analytics, research, analysis and reporting services in support of the system's mission and strategic priorities. The position works in collaboration and partnership with other system office divisions and with college and university campus leadership, administrators and staff to assure the development and implementation of these services.

The performance measurement and accountability services assess the extent to which the colleges, universities and the system are achieving the system's strategic goals, including improving and supporting student success and closing equity gaps. Research and analysis services inform the Board of Trustees and system, college and university leadership initiatives. Reporting services fulfill required federal, state and foundation reporting requirements on behalf of the colleges, universities and the system.

The position has significant discretion and substantial involvement with system, college and university leadership. The incumbent serves as part of the Academic and Student Affairs Leadership Team and is responsible for the operation of the Academic and Student Affairs Division Research unit, including the supervision of staff.
Minimum Qualifications:
Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

Education: Master’s degree in education or related field.

Type and Length of Experience:

- Ten (10) years of progressive experience in public or private higher education leading and conducting research, analysis and reporting services working with a range of internal and external diverse constituencies for a large, complex institution, organization or system.
- Experience working successfully with education leadership at all levels (e.g., board members, chief executive officers/presidents, vice presidents and administrators, faculty and staff)
- Demonstrated commitment to and success in advancing equity for all people and improving student success
- Demonstrated experience in developing higher education performance and accountability measures and systems and improvement goals
- Demonstrated skills in conducting research, evaluation and analysis related to higher education (e.g., enrollment analysis and forecasting, comparative analysis, fiscal analysis and modeling, survey research, sampling design and statistical techniques)
- Demonstrated skills in the use of and an understanding of the appropriate application of software for research, statistics, reporting and analysis
- Demonstrated experience in working with higher education data systems, including complex relational data structures
- In-depth understanding of contemporary educational, demographic, financing and economic trends, and the regional, state and federal organizations that interface with higher education
- Ability to formulate strategic plans and successfully implement complex projects using change management and collaborative leadership strategies
- Demonstrated facilitation skills working with diverse audiences addressing complex topics
- Demonstrated exceptional oral and written communication skills
- Demonstrated supervisory experience and skills in managing budgets and contracts

Preferred Qualifications:

Education: Doctorate

Type and Length of Experience:

- Work experience within a public higher education institution or organization
- Work experience within a multi-institution system
- Experience working with two-year colleges and four-year universities
Additional Requirements

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State’s Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at http://www.minnstate.edu/system/working/relations.html

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit: Work at Minnesota State!

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical and dental insurance with low deductibles, a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with roll-over option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

- Please go PeopleAdmin: http://mnsystem.peopleadmin.com/postings/1464
- All application materials must be received by the Human Resources Department by 11:59pm on the date the position closes.
- Most job postings require that you attach a cover letter and resume to your online job Application.

Contact

If you have questions about the position, contact Jessica White at jessica.white@minnstate.edu or 651/201-1845.
Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

Reasonable accommodations will be made to all qualified applicants with disabilities.