



## EXECUTIVE DIRECTOR FOR THE CENTER OF CIVIC ENGAGEMENT

The University of Findlay invites applications for the newly formed position of Executive Director for the Center of Civic Engagement. This is a full-time, 12-month, exempt position with an August 2017 placement. The Executive Director is expected to develop and maintain communications between the stakeholders of the University and Hancock County (Ohio), identify University resources that could be utilized by community agencies and coalitions, assist and help facilitate research endeavors for our community partners, implement external training/professional development programs, and support the search for external funding for community-based initiatives. In addition to these administrative responsibilities, the University is also looking for candidates that possess the ability to lead courses in the area of hospitality management in the College of Business (COB). The COB seeks applicants who are dedicated to a team approach that is truly student-centered, believe in providing learning opportunities outside the classroom through co-curricular offerings, and have the desire to lead and develop our hospitality program. In addition, there is an expectation that this individual develop and work with external stakeholders to integrate the regional assets into our learning community. Therefore, we seek individuals that will add value to the student experience and enhance our outreach efforts in Northwest Ohio. Compensation is commensurate with a candidate's experience and qualifications.

**Qualifications:** Applicants must have an earned graduate degree from an accredited institution. Candidates will also possess two or more years of experience in leadership roles working with non-profit organizations. Preference will be given to candidates who have experience obtaining external funding through grants, foundations, donations, etc., and the related writing, management, and reporting requirements. Candidates must have the ability to meet the administrative demands of the position and have the ability to deliver course content in the hospitality program. In addition, candidates should have outstanding communication and interpersonal skills, and the potential to assume leadership roles within the University and College. For more information about the Center of Civic Engagement, please go to <http://cce.findlay.edu>.

Founded in 1882, the University provides innovative programs grounded in the liberal arts and sciences to prepare students for meaningful lives and productive careers. The University of Findlay's distinctive and renowned programs include MBA, animal science, equestrian studies, pre-veterinary medicine, nuclear medicine technology, occupational therapy, physical therapy, pharmacy, and physician assistant, as well as environmental, safety and occupational health management. For more information on these distinctive programs, visit <https://www.findlay.edu/about-uf/>. Both traditional and specialized professional degrees are offered in a variety of delivery approaches during day, evening, weekend, and online sessions. The University is committed to the education of diverse students and enrolls students from nearly 40 nations and most US states.

The City of Findlay, just south of Toledo and located approximately 1.5 hours from Columbus, Dayton and Detroit, has been designated a "dreamtown" by Demographics Daily, repeatedly named one of the top 20 micropolitan areas (small towns) in the United States by Site Selection magazine and is the only municipality

in Ohio to be selected three times as one of the 100 Best Communities for Young People by America's Promise. The University of Findlay is a comprehensive master's institution and the largest private university in northwest Ohio. The City of Findlay, population 40,000, is recognized as one of the best micropolitan communities in Ohio, with a strong business base (headquarters city of Marathon Petroleum and Cooper Tire) and school system and a friendly atmosphere. More information is available on our Web site at <http://www.findlay.edu>.

Review of applications will begin immediately and continue until the position has been filled. The UF Employment Application may be found on the website at: <https://www.findlay.edu/offices/business-affairs/human-resources/open-positions>. For optimal consideration for this exciting opportunity, send a cover letter; current Curriculum Vitae; the names and contact information of three professional references; and a complete Administrative Application to: Human Resources, University of Findlay, 1000 N. Main Street, Findlay, Ohio 45840. Materials may also be emailed to [HR@findlay.edu](mailto:HR@findlay.edu). Make sure to indicate that the application is for the "Executive Director - 2017349" position. The University of Findlay is an equal opportunity employer and educator. For more information on the University of Findlay, visit [www.findlay.edu](http://www.findlay.edu).

The University of Findlay is an Equal Opportunity Employer/Affirmative Action Employer/ Male/Female/Disabled/Vet.