

Position Description President



The President, answerable to the Board of Trustees, serves as the chief executive officer of Campion College Australia.

Key responsibilities of the President:

- General advancement of the College - to serve as the prime advocate in continuing to grow the profile and credibility of Campion College, as a Catholic liberal arts institution faithful to the teaching authority of the Catholic Church, in such external arenas as the Church, civic world, media, and the higher education sector.
- Fundraising - to play a principal part, as the leader of the College, in attracting benefactions and developing the financial resources to cope with the expansion of buildings, students and staff.
- Student recruitment - to oversee a recruitment and marketing strategy to grow enrolments through strategic promotion of the College's unique education offering.
- Managing the College - to provide administrative and academic leadership so as to ensure the strong operation of the institution and the performance of its staff.

Specific duties of the President:

- To exercise overall responsibility for the planning and implementation of policies, as approved by the Institute Board, and for the effective administration of the College's activities.
- To enhance the development of the College as a distinctive institution of higher learning in Australia, which is independent, and professedly loyal to the teachings and traditions of the Catholic Church.
- To foster a culture of academic rigour and religious devotion at Campion College as an institutional embodiment of the blending of faith and reason.
- To promote Campion College in the public forum, demonstrating its special educational and religious attributes by such means as public and media appearances and strategic participation in the ongoing discussion of higher education in Australia.
- To play a leading role in planning and sustaining the College's fund-raising programs, and carrying out the personal cultivation of donors, so as to realise the budgetary goals of the College.
- To engage actively in the recruitment and retention of students, using such channels as are appropriate for the market niche of an orthodox Catholic liberal arts institution.

Qualifications and qualities of the President:

ESSENTIAL:

- Academic and professional qualifications and a demonstrated interest and expertise in educational endeavours, embracing both teaching and research.
- Devotion to the Catholic vision of faith as expounded and safeguarded by the teaching authority of the Catholic Church.
- Expertise as an educational leader and administrator, possessing impressive communication skills and an ability to articulate the *raison d'être* of a distinctive institution of higher learning in Australia.
- Expertise in generating, in association with the Campion Foundation, the financial resources necessary for the operation and advancement of a private institution dependent on philanthropic support.

DESIRABLE:

- Skill in managing the financial, physical and staffing resources of an educational institution so as to serve its purposes and obligations.
- Capacity to develop productive links with universities, colleges and schools, as well as businesses and industries, in order to foster educational and employment opportunities for the Campion College community.
- Ability to work collaboratively with academic colleagues, students, administrators and community representatives, and with the Campion Institute Board of Trustees, to explain the College's policy directions and strategic priorities.
- Knowledge of government regulatory frameworks in Australian higher education, and of patterns and trends in the liberal arts in private education in Australia and overseas.

Excerpt from Campion College Australia General Rules - President

1. Officers of the College

1.1. President

1.1.1. The President, as the chief executive officer of the College, is the academic and administrative head of the College and is responsible to the Board for implementing the Board's decisions.

1.1.2. The President is also responsible for:

- a) promoting the interests and furthering the development of the College within and beyond Australia;
- b) promoting the academic development of the College;
- c) developing close ties between the College and other educational institutions and between the College and local, national and international communities;
- d) fostering the relationship between the College and government, business and industry and ensuring the needs of the College's community are met effectively;
- e) establishing academic quality assurance processes and outcomes within the College;

- f) managing the overall academic, administrative, financial and other business of the College;
- g) developing and maintaining the premises and facilities of the College;
- h) conducting forward planning for the College;
- i) supervising or overseeing the appointment, promotion, development and reclassification of staff employed in the College, and the discipline and dismissal of these staff;
- j) the welfare of students of the College and making recommendations to the Board about the recognition and rules governing student association(s);
- k) developing College policy about administrative and financial matters;
- l) promoting, encouraging and coordinating the collaboration of staff within the College;
- m) approving the fees, charges and penalties which apply to the College's staff and students; and
- n) carrying out any other functions which may lawfully be given to, or imposed on, the President.