

EXECUTIVE PROFILE:

VICE PRESIDENT OF ACADEMIC AFFAIRS



The Maricopa County Community College District's Governing Board invites nominations and applications for the position of Vice President of Academic Affairs.



**PARADISE VALLEY
COMMUNITY COLLEGE**

A MARICOPA COMMUNITY COLLEGE

About Paradise Valley Community College

Paradise Valley Community College (PVCC) is a dynamic and student-centered institution located in Phoenix, Arizona. As part of the Maricopa County Community College District, one of the largest community college systems in the nation, PVCC is committed to transforming lives through learning, service, and leadership. The college offers more than 125 degree and certificate programs, including 37 associate degrees and 46 certificate options available, and more than 150 academic pathways organized by Fields of Interest to help students align their educational journey with career goals. These programs empower students to transfer to four-year universities, enter the workforce, or pursue lifelong learning. In addition to associate-level offerings, PVCC now offers two bachelor's degree programs: a Bachelor of Arts in Elementary and Special Education and a Bachelor of Business Administration in Accounting. The college supports strong transfer partnerships with Arizona State University, Northern Arizona University, the University of Arizona, and Grand Canyon University, providing students with seamless transfer pathways toward completing a four-year degree. PVCC's Honors Program offers a rigorous academic experience for high-achieving students seeking greater intellectual engagement and leadership development. Among the college's most popular programs are Liberal Arts and Humanities, Nursing, EMT/Paramedic, Business Administration, and the Arts—reflecting a diverse student body with varied academic and professional interests.

PVCC fosters a vibrant and inclusive campus culture that supports the whole student. A robust network of student services includes academic and career counseling, tutoring, disability resources, veteran services, and dedicated support for first-generation college students. The college encourages student involvement through intercollegiate athletics—competing in 12 NJCAA sports programs as the proud home of the Pumas—as well as a variety of clubs, activities, and leadership opportunities. Campus amenities include a modern library, Center for the Performing Arts, fitness center, and on-site café, all of which contribute to a welcoming and engaging environment. PVCC also prioritizes early college access through initiatives like Dual Enrollment, enabling high school students to earn college credit or even an associate degree before graduation.

PVCC is accredited by the Higher Learning Commission (HLC), with its accreditation most recently reaffirmed in 2024. The college maintains an open admissions policy, ensuring broad access to quality higher education.



About Maricopa County Community College District

The Maricopa County Community College District (MCCCD), widely known as the Maricopa Community Colleges, [continues to be one of the nation's largest and most dynamic community-college systems](#). With ten regionally accredited colleges and more than 31 satellite locations serving the Greater Phoenix metro area, the system now educates over 140,000 students annually and employs thousands of dedicated faculty and staff.

Since its founding in 1962, the Maricopa system has been a key gateway to affordable higher education. With more than 600 associate-degree and certificate programs and a rapidly expanding set of bachelor's degrees (launched in Fall 2023 and now numbering 11 programs), MCCCD offers a cost-effective, local pathway to both workforce credentials and four-year degrees.

We provide the flexibility and support our students need to succeed in and beyond the classroom. We don't just support our community—we help build it. As the largest provider of workforce development training in Arizona, the Maricopa Community Colleges play a vital role in shaping the region's economy and preparing students for high-demand careers. The activities of our colleges and their students support one out of every 28 jobs in Maricopa County, underscoring our profound and lasting economic impact.

Maricopa Community Colleges works in close partnership with local businesses, industry leaders, and major employers in Arizona, making it a driving force for regional economic development. Its curriculum continues to evolve around emerging fields such as artificial intelligence, cybersecurity, unmanned aircraft systems, advanced manufacturing, and health sciences.

Educational and economic impact remain significant. The system accepts 100% of applicants, is open-access, and more than half of its students are first-generation college attendees. Nearly 90% are Arizona residents who often remain locally after graduating. The system contributes nearly \$8 billion annually in added income to Maricopa County's economy.

Employees enjoy a comprehensive benefits package: paid vacation, sick and personal leave, full insurance coverage, membership in the Arizona State Retirement System, tuition reimbursement for employees and family members, and a summer Monday–Thursday “4×10” work schedule. The work environment also emphasizes competitive salaries, professional development opportunities, and a strong commitment to equity, inclusion, and a broad range of perspectives that strengthen the institution.

Located in Arizona's fastest-growing county—Maricopa County, the fifth-largest metropolitan area in the United States—the district spans more than 9,200 square miles, including significant federal, private, state, and tribal lands. Nearly five million residents call Maricopa County home, and the metropolitan area offers rich cultural, educational, recreational, and business opportunities.



Vice President of Academic Affairs Position Overview

The next Vice President of Academic Affairs of PVCC will be a visible, transparent, courageous, and visionary leader who has a demonstrated history of success, leads with impact, builds trust, and leads the College in addressing the following opportunities and challenges through the shared governance framework:

Prioritize Institutional Stability and Academic Program Success

- Address leadership fatigue by modeling consistency, reliability, and long-term commitment to institutional priorities through leading with a long-term vision that ensures stability and sustained institutional success, demonstrating commitment to seeing initiatives through from development to completion.
- Evaluate the full institutional impact of program expansion, including financial sustainability, resource allocation, and effects on existing programs.
- Implement and sustain a comprehensive Academic Master Plan that prioritizes student learning, program quality, and institutional effectiveness.
- Foster strong community partnerships and workforce pipelines to ensure programs remain relevant and responsive to evolving regional needs.
- Promote ethical and effective integration of emerging technologies (e.g., AI) by establishing clear guidelines, training, and academic integrity standards.
- Operate as a systems thinker and advocate for college needs and academic interests through systems work
- Stay attuned to community needs and trends, adapting programs and services to reflect evolving demographics and workforce demands.
- Advocate for sustainable investment in infrastructure, ensuring that classrooms, labs, and digital systems adequately support instruction and student services.



Vice President of Academic Affairs Position Overview Cont.

Adapt to Changes in Funding, Expand Resource Allocation

- Ensure existing programs are financially and operationally sustainable through clear plans for growth, remediation, or redesign, while equitably and strategically allocating resources for innovation and new programs.
- Provide exemplary stewardship of financial resources, ensuring transparency, accountability, and alignment with institutional priorities.
- Navigate volatile federal and state funding environments by proactively identifying risks and developing contingency strategies.
- Champion innovative solutions to modernize infrastructure while maintaining fiscal responsibility.
- Strengthen grant acquisition and management capacity, including long-term planning for initiatives such as multi-year grants (e.g., Aspen-related efforts) to ensure sustainability beyond initial funding periods.

Increase Enrollment and Foster a Learning and Community Centered Environment

- Support and execute strategic enrollment management plans that address demographic shifts, including the enrollment cliff and changing community populations, while ensuring responsible and context-driven use of enrollment data.
- Affirm a learning-centered philosophy that emphasizes teaching quality and student achievement.
- In partnership with Student Affairs, enhance dual enrollment and early college pathways.
- Advance and oversee strategic program growth, ensuring new and existing programs are aligned with labor market demand and lead to living-wage outcomes for students.

Enhance Shared Governance and Leadership Efforts

- Through enhanced shared governance structures, demonstrate a collaborative leadership style, breaking down silos and promoting cross-functional cooperation across departments.
- By working collaboratively with all constituency groups strengthen communication and trust by consulting stakeholders regularly and valuing input from both new and experienced faculty and staff.
- Promote a culture that values new and experienced faculty and staff by modeling respect, transparency, and inclusive shared governance.
- Ensure faculty, staff, and leadership are engaged early and meaningfully in decision-making processes.
- Support and develop faculty and staff, including improving evaluation processes to recognize excellence and encourage professional growth.
- Ensure division chairs and academic leadership are active participants in the planning and implementation process.



Ideal Characteristics for PVCC's Next VPAA

The ideal candidate needs to be an adaptable, collaborative, and finance-savvy leader who is deeply student-focused and a strong advocate for Academic Affairs.

- **A transparent, collaborative, and bridge-building leader** committed to shared governance who addresses difficult issues with integrity, fosters trust, and maintains strong collaborative relationships across all levels of the college community.
- **Experienced in multi-campus and district-level academic environments**, with the ability to lead across complex organizational structures.
- **Proven record of building and sustaining community and industry partnerships** that strengthen academic and workforce pathways.
- **Extensive experience managing large and complex academic budgets**, with strong fiscal stewardship and strategic resource allocation skills.
- **Data-informed and analytical decision-maker** who critically evaluates data while integrating qualitative insights, institutional context, and community perspectives, guided by high emotional intelligence that balances evidence, operational realities, and human impact.
- **Technologically forward-thinking leader**, comfortable with emerging tools such as artificial intelligence and their implications for teaching and learning.
- **A visionary and innovative leader** who balances creative problem-solving with sound operational judgment, advancing the college to its next level while maintaining operational excellence, student focus, and respect for institutional history and culture.
- **Committed to long-term institutional growth**, dedicated to sustained leadership and follow-through on initiatives.
- **Community and student-centered leader** who understands and is deeply connected to the institution's service region and mission.
- **Highly detail-oriented and conscientious**, ensuring accuracy, accountability, and excellence in academic operations.
- **Approachable and grounded leader**, who leads with humility, listens before acting, and builds understanding of existing structures before implementing change.

Minimum Qualifications

Master's Degree in a teaching field and four years of experience in an academic leadership and/or supervisory role in higher education and three years of full-time undergraduate teaching that includes curriculum/coursework development. Examples of academic leadership/ supervisory experience include but are not limited to: division/department chair, project management, policy development leadership, administration, evaluation and compliance leadership, committee leadership, program director, and shared governance leadership.

Desired Qualifications

- A. A doctorate degree
- B. 5 years of full-time undergraduate teaching experience
- C. Full-time teaching experience at a community college
- D. 5-7 years of academic affairs leadership experience (i.e., department/division chair, dean, faculty leadership)
- E. Experience in a multi-college system
- F. Experience with accreditation (discipline or college)
- G. Demonstrated use of strategies in conflict resolution and facilitation
- H. Examples of commitment to the core principles of the professoriate: shared governance, academic freedom, and peer review

VPAA Essential Functions & Leadership Expectations

1. Strategic Academic Leadership & Operational Excellence | 30%

- **Visionary Plan Execution:** Implement, champion, and sustain a comprehensive Academic Master Plan that balances creative problem-solving with sound operational judgment to advance the college while respecting its history and culture.
- **Systems & Multi-Campus Navigation:** Operate as a detail-oriented, conscientious systems thinker capable of leading across complex multi-campus and district-level academic environments.
- **Institutional Stability & Commitment:** Model consistency, humility, and long-term commitment to see initiatives through from development to completion, effectively mitigating leadership fatigue and ensuring sustained institutional success.
- **Technological Innovation:** Serve as a technologically forward-thinking leader who establishes clear guidelines, training, and academic integrity standards for the ethical integration of emerging tools (e.g., AI) in teaching and learning.

2. Fiscal Stewardship & Data-Informed Resource Allocation | 25%

- **Complex Budget Management:** Provide exemplary stewardship of large, complex academic budgets; ensure financial transparency, accountability, and absolute alignment with institutional priorities.
- **Analytical & Contextual Decision-Making:** Act as a data-informed, analytical decision-maker who evaluates data through the lens of high emotional intelligence—balancing hard evidence and operational realities with qualitative human impact.
- **Sustainability & Risk Mitigation:** Navigate volatile federal and state funding environments by proactively developing contingency strategies; design clear plans for program growth, remediation, or redesign to ensure existing operations remain viable.
- **Resource Expansion:** Modernize infrastructure and strengthen grant acquisition and management capacity, ensuring long-term sustainability for multi-year initiatives (e.g., Aspen-related efforts) beyond initial funding.

3. Shared Governance, Bridge-Building, & Talent Development | 25%

- **Transparent & Inclusive Governance:** Lead with an approachable, collaborative style that breaks down institutional silos and ensures faculty, staff, and leadership are engaged early and meaningfully in decision-making.
- **Trust & Conflict Resolution:** Address difficult issues with high integrity; build trust and maintain strong collaborative relationships across all levels of the college community by regularly consulting stakeholders and valuing input from both new and experienced faculty.
- **Academic Leadership Empowerment:** Ensure division chairs and academic leadership are active, respected participants in planning and implementation processes; listen before acting and build a deep understanding of existing structures before implementing change.

VPAA Essential Functions & Leadership Expectations Cont.

- **Talent Advocacy & Growth:** Support and develop faculty and staff by improving evaluation processes to authentically recognize excellence, model respect, and encourage continuous professional growth.

4. Community-Centered Enrollment & Workforce Pathways | 20%

- **Strategic Enrollment Management:** Support and execute context-driven strategic enrollment management plans that utilize both quantitative and community data to address regional demographic shifts and the enrollment cliff.
- **Student-Focused Philosophy:** Affirm and advocate for a learning-centered culture that prioritizes teaching quality, student achievement, and equitable access.
- **Partnership & Pathway Cultivation:** Build and sustain robust community and industry partnerships that strengthen academic and workforce pipelines, ensuring programs are responsive to regional needs and lead to living-wage outcomes.
- **Cross-Divisional Collaboration:** Partner seamlessly with Student Affairs to enhance, expand, and manage dual enrollment and early college pathways, deeply aligning the division with the institution's service region and mission.

Salary Range: \$143,420 - \$205,090.60

Work Schedule: Monday - Friday, 8 am - 5 pm; some evenings and weekends may be required.

Summer Hours: Monday - Thursday, 7 am-6 pm

Work Calendar: 12 Months

This is a non-classified, contract position. Any internal hires waive their rights to classified employment by accepting the position.

How to Apply

This is a confidential search process. To ensure full consideration, application materials should be received no later than **September 8, 2026**. The position will remain open until filled.

To apply, go to <http://www.acctsearches.org> and upload your documents.

Candidates will need to have the following information or materials available to complete the application:

1. A letter of application (not to exceed 5 pages) that succinctly addresses the opportunities and challenges identified in the Position Profile and demonstrates how the candidate's experience and professional qualifications prepare them to serve as the Vice President of Academic Affairs, Paradise Valley Community College.
2. A current resume including an email address and cellular telephone number.
3. A list of eight references: example, two to three supervisors, two to three direct reports, and two to three faculty and/or staff members from current and former institutions.

For additional information, nominations, or confidential inquiries, please contact:
Dr. Cecilia Cervantes, at ceciliayl@outlook.com or (651) 795-1992

Maricopa County Community College District (MCCCD) will not discriminate, nor tolerate discrimination in employment or education, against any applicant, employee, or student because of race, color, religion, sex, sexual orientation, gender identity, national origin, citizenship status (including document abuse), age, disability, veteran status or genetic information.

Title IX of the Education Amendments of 1972 states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

The policy of the MCCCD is to provide an educational, employment, and business environment free of gender discrimination. As outlined in policy, incidents of misconduct should be reported to the college Title IX Coordinator; contact information is available at this link, [Title IX Policy and Resources | District](#).

The Clery Act is a Federal law requiring United States Colleges and Universities to disclose information about crime on and around their campuses. Crime reporting data for each of the Maricopa Community Colleges, as required under the Clery Act, is available at this link, [Maricopa Community Colleges Police Department](#).

An ACCT Search