

JOB POSTING

Manhattan Area Technical College
3136 Dickens Ave
Manhattan, KS 66503



TITLE

Member, Board of Directors

QUALIFICATIONS

- Experience in business, industry, leadership, education, or public agencies, which will result in a benefit to the college.
- Willingness to devote the time and effort to attend regularly scheduled meetings, special meetings, work sessions, and other meetings necessary to meet the mission and vision of the college.
- Commitment to effective communication processes, use of technology for instruction and college management, and to the importance of technical education as a means of economic development.
- Commitment to developing an understanding of state and federal regulations related to college operations and higher education, emphasizing technical education.
- Experience as a former member of a public board or private board of directors preferred.
- Experience in policy development, resource management, and regulatory compliance preferred.
- Physical and emotional requirements necessary to accomplish the responsibilities of a public board member include teamwork, a high level of personal integrity, consistency of temperament, adherence to statutory regulations, and adherence to Board policies.

SUPERVISORY RESPONSIBILITIES

- President, Manhattan Area Technical College
- Clerk of the Board

JOB GOAL

Guide the college through policy development; provide advocacy for the constituents of the college; adhere to the philosophical and operational mission of Manhattan Tech; comply with local, state, and federal policies; provide proactive interaction with the Kansas Board of Regents and the public

PERFORMANCE RESPONSIBILITIES

(may include all or part of the following)

- Responsible for hiring, evaluation, and supervision of the Manhattan Tech President.
- Effectively communicate to Manhattan Tech faculty/staff, business and industry, area communities, other educational institutions, and agencies' mission and vision of Manhattan Tech.
- Communicate effectively with the Kansas Board of Regents, area Boards of Education, public entities, and business and industry. Effectively communicate and coordinate partnership initiatives with the public.
- Develop, review, and adhere to policies for programs within the organized structure of Manhattan Area Technical College. These include budget, resources (personnel, facilities, materials, etc.), instructional programs, college operations, and compliance regulations.
- Provide leadership in promoting Manhattan Tech to all public venues, including governmental, civic, and community.
- Provide guidance to the Manhattan Tech President in the development of the Manhattan Tech budget.
- Actively advocate for funding opportunities to advance the mission and vision of Manhattan Tech.
- Participate in professional development activities designed to increase Board function and effectiveness.
- Ensure compliance with federal and state programs, including employment, fiscal operations, grants, and safety.
- Provide leadership in planning and implementation of the college's re-accreditation goals.
- Maintain personal and professional behavior in matters related to employees, contract negotiations, student issues, and the development and procurement of contributions to the college.
- Provide leadership example and professional presence for Manhattan Area Technical College.