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AVC and Executive Director for Enterprise Applications

The University of Wisconsin-Madison

Vice Chancellor for Finance and Administration

Location: Madison, WI

Closing Date: Apply By 18 March 2024 at 11:55 PM CDT

Apply here: https://jobs.wisc.edu/jobs/avc-and-executive-director-for-enterprise-applications-madison-wisconsin-united-states

Job Summary:

The University of Wisconsin-Madison, among the nation's most renowned and expansive public research universities, is actively recruiting a strategic, innovative, and mission-driven leader to serve as Associate Vice Chancellor, Executive Director for Enterprise Applications.

Reporting to UW-Madison's Vice Chancellor for Finance and Administration (VCFA), the Executive Director for Enterprise Applications will provide strategic oversight of the Workday enterprise applications for the 13 universities that make up the Universities of Wisconsin. The Executive Director will also report (dotted line) to the Universities of Wisconsin Associate Vice President for Learning and Information Technology Services and Chief Information Officer.

Based out of the flagship UW-Madison campus located in Madison, WI, the Executive Director will be instrumental in driving operational efficiencies through standardization and simplification, while creating a positive user experience across the Universities of Wisconsin in the areas of finance, human resources (HR), and research. They will champion a vision for modern and efficient operations that support the combined teaching, research, and public service of the universities. They will provide executive oversight of the Administrative Innovation and Planning unit within the University of

Wisconsin-Madison to foster data-enabled decision making and best practices for business operations and services for our campus partners.

As a member of the VCFA's executive team, the Executive Director will collaborate with stakeholders, governance, and the broad Universities of Wisconsin community to capitalize on current and emerging opportunities to support the continued growth and excellence of UW-Madison, and the greater Universities of Wisconsin.

Key Responsibilities:

Strategic Leadership:
-Develop and execute a strategic vision of Workday and related business processes for post-go-live (July 2025) in accordance with the Universities of Wisconsin and UW-Madison strategic framework, and in concert with the HR and Finance business partners to ensure alignment.
- Develop key performance indicators and targets in which to measure the success of and identify potential enhancements to the Workday enterprise application.

Team Leadership:
- Champions a culture of continuous improvement, accountability, positive team dynamics, and cross-functional collaboration.
- Lead a team of professionals responsible for enterprise applications including Workday, Adaptive Planning, procurement, enterprise data warehouse, and service management.

Enterprise Data Governance:
- Ensures effective and healthy governance of enterprise data in close collaboration with the Enterprise Data Governance Council.
- Ensure and support the effective management of Workday data assets of the universities by making policy recommendations, establishing procedures and standards, advocating for appropriate resources, and guiding and monitoring data governance efforts.

- Ensure university data is handled, maintained, and utilized in a manner that aligns with the Universities of Wisconsin and the UW-Madison strategic plans, that all legal compliance requirements and ethical considerations are met.

Governance/Stakeholder Engagement:

- Proactively build strong and influential relationships with campus governance and campus stakeholders to further understanding and benefits of Workday.
- Ensures effective and healthy governance of Workday and all associated services through established councils, augmenting as needed to ensure stakeholder satisfaction.
- Collaborate with governance and campus stakeholders on future improvements and emerging capabilities to continually enhance the enterprise portfolio and user experience.
- Collaborate with HR and Finance business partners on the strategy, implementation, and optimization of Workday, ensuring Workday's effectiveness in supporting the university's administrative functions.
- Partner with the community and the State of Wisconsin to share enterprise application knowledge to foster learning and support innovation and prosperity through Wisconsin in support of the Wisconsin Idea.
- Proactively identify risks across the Workday enterprise application and develop contingency plans to address said risks.

Workday Management:

- Oversee information management, business continuity planning, quality assurance, and user feedback of the Workday Human Capital Management (HCM) and Finance systems, ensuring Workday meets the evolving needs of the universities.
- Collaborate with cross-functional teams to ensure effective communication and change management related to Workday updates and enhancements.

Budget Management:

- Develops and monitors departmental budget, ensuring cost-effective solutions and proper resource allocation.

Performance Metrics:

- Establish and monitor key performance indicators (KPIs) to assess the effectiveness of the Workday system and business processes.

Business Process Optimization:

- Direct the analysis, design, and optimization of existing business processes to ensure efficiency and compliance with industry standards and university policies.
- Identify innovative applications of technology and business design to provide improved services and business intelligence.

Compliance and Training:

- Partners with campus Cybersecurity teams to proactively monitor technological risks to the enterprise application.
- Stay updated on regulatory changes and ensure that the Workday system and related business processes remain compliant.
- Collaborates with established governance bodies to discuss metrics related to successful use of Workday and ensures both UW Madison and the Universities of Wisconsin have appropriate training in place to ensure a positive user experience.

Responsibilities:

Serves as a chief administrative and strategic officer in an area under the purview of a Vice Chancellor. Plans, directs and provides administrative, operational, and strategic leadership of one or more recognized departments or divisions.

- Provides leadership for programs by establishing strategic direction and setting priorities that align with the strategic directives of the Office of the Chancellor, ensures units effectively carry out duties in a way that best supports the university's initiatives. Provides direct supervision of program leadership, and monitors compliance with laws, regulations, university policies and procedures, and relevant contractual obligations

- Advises and collaborates with the Chancellor and/or Vice Chancellor on critical issues, represents the functional area of supervision and/or Chancellor or Vice Chancellor at appropriate meetings and events as requested; and serves on and/or leads various program and/or university committees as directed to address issues

- Monitors on-going assessment and continuous improvement of programs and services by guiding the establishment of annual goals, ensuring progress towards goals is met, articulating challenges, and reporting on annual outcomes and achievements for programs and services

- Ensures initiatives are effectively using program assessment and data analysis to improve initiatives and strategies, identifies opportunities for improvement, and makes recommendations to the Vice Chancellor for approval

- Leads special initiatives and/or grant-funded programs that require the Vice Chancellor's attention with respect to program design, planning, coordination, and interaction with internal and external stakeholders

- Builds consensus and develops collegial, collaborative working relationships with a broad range of stakeholders, partners with administrative and academic departments to support initiatives, and gathers input from key stakeholders to support recommendations

- Exercises supervisory authority, including hiring, transferring, suspending, promoting, managing conduct and performance, discharging, assigning, rewarding, disciplining, and/or approving hours worked of at least 2.0 full-time equivalent (FTE) employees

Institutional Statement on Diversity:

Diversity is a source of strength, creativity, and innovation for UW-Madison. We value the contributions of each person and respect the profound ways their identity, culture, background, experience, status, abilities, and opinion enrich the university community. We commit ourselves to the pursuit of excellence in teaching, research, outreach, and diversity as inextricably linked goals.

The University of Wisconsin-Madison fulfills its public mission by creating a welcoming and inclusive community for people from every background - people who as students, faculty, and staff serve

Wisconsin and the world.

For more information on diversity and inclusion on campus, please visit: <u>Diversity and Inclusion</u>

Education:

Required

Bachelor's Degree

Information technology, computer science, data science, business administration, or related field

Qualifications:

The successful candidate must have leadership experience in enterprise system administration and business process management, with broad experience in the business, governance, and technology aspects of the position. They will have a proven track record of successful career progression that has allowed them to gain the following attributes:

Prior Experience:

- At least 10 years of related experience, which will include:

   7+ years of progressive leadership experience.

   5+ years of ERP experience including integration, custom reporting, security management, and overall application/tenant management, and, managing an enterprise application team.

- Demonstrated expertise in Project and Program Management.

- Experience with Workday preferred.

Communication:

- Demonstrated communication skills, with the ability to build relationships, community, and influence.

Leadership and Teamwork:

- Demonstrated ability to run a complex organization within higher education or a similarly complex environment, with a shared governance model is preferred. Familiarity with the complex needs and

challenges of a multi-university system that includes a flagship research university is valuable.

- Strong experience with leading teams and management of complex projects.

- Leadership experience that showcases ability and understanding of organizational and human dynamics.

- Demonstrated commitment to the highest ethical values.

- Demonstrated ability to attract, recruit, develop, motivate, and retain a high-performing team.

- Demonstrated ability to provide an inclusive, safe, healthy, and enriching environment for learning and working that promotes wellness among employees.

Strategic and Innovative Thinking:

- Demonstrated experience with strategic planning, project management, and process transformation. Experience with governance structures is valuable.

- Demonstrated transformative and sustained impact on an organization related to enterprise applications.

Work Type:

Full Time: 100%

This position may require some work to be performed in-person, onsite, at a designated campus work location. Some work may be performed remotely, at an offsite, non-campus work location.

Appointment Type, Duration:

Ongoing/Renewable

Salary:

Negotiable

ANNUAL (12 months)

The anticipated salary range for this position is $235,000 - $275,000. Final salary will depend on experience and qualifications.

Employees in this position can expect to receive benefits such as generous vacation, holidays, and paid time off; competitive insurances and savings accounts; and retirement benefits. A summary of these benefits can be found here: https://www.wisconsin.edu/ohrwd/benefits/download/fasl.pdf

Additional Information:

Please note that successful applicants are responsible for ensuring their eligibility to work in the United States (i.e. a citizen or national of the United States, a lawful permanent resident, a foreign national authorized to work in the United States without need of employer sponsorship) on or before the effective date of appointment.

How to Apply:

Apply here: https://jobs.wisc.edu/jobs/avc-and-executive-director-for-enterprise-applications-madison-wisconsin-united-states

Please submit an up-to-date resume and cover letter. Your cover letter should address your past experience with or approach to the Key Responsibilities listed in the Job Summary.

We will collect references from candidates who advance to the final stages of this recruitment.

Contact:

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