

From ILA's Leadership Jobs Board

<https://ilaglobalnetwork.org/jobs-board/>

Executive Director, Leadership and Institutional Development

Job ID: 273688

Location: Kennesaw, Georgia

Full/Part Time: Full Time

Regular/Temporary: Regular

About Us

Are you ready to join a community leading in innovative teaching and learning? Kennesaw State University is one of the 50 largest public institutions in the country. With our growing enrollment and global reach, we are enjoying increased prominence among Georgia's colleges. We offer more than 150 undergraduate, graduate, and doctoral degrees to over 43,000 students. Our entrepreneurial spirit, high-impact research, and Division I athletics also draw students from throughout the region and from 92 countries across the globe. Our university's vibrant culture, career opportunities, <https://www.kennesaw.edu/about/index.php> and rich benefits make us an employer of choice. We are part of the <https://www.usg.edu/>. Kennesaw State will exemplify the power and promise of a student-centered, research-driven university. Our institutional values are student-inspired, promise-fulfilling, true to ourselves, elevational, open and impact-generating. In addition, we support the University System of Georgia core values of accountability, excellence, integrity and respect. We are searching for talented people to join Kennesaw State University. Come to KSU and find your passion.

Location

Our Kennesaw campus is located at 1000 Chastain Road NW, Kennesaw, GA 30144.

Job Summary

Is responsible for the creation and implementation of the Kennesaw State University (KSU) Leadership Development philosophy and curriculum for faculty and staff. Will assess needs for the institution and work with appropriate campus stakeholders to create and deliver leadership development programs. Designs and implements leadership framework for KSU; plans, develops, implements, and administers leadership programs and initiatives for faculty and staff in conjunction with other KSU departments; and assists in the institutional development plans as needed.

Responsibilities

KEY RESPONSIBILITIES:

1. In conjunction with Senior Leadership and campus stakeholders, creates a unified KSU Leadership Development philosophy and vision
2. Works with campus stakeholders to do an inventory of current programs, as well as conduct a needs assessment for future programming
3. Works with HR and Faculty Affairs to ensure current leadership development offerings fit with the overall leadership framework, editing as needed
4. Assesses overall coaching needs on campus and develop a cohort of certified coaches that can be used to address campus needs
5. Manages subordinate leadership development staff
6. Develop relationships with community leaders and national experts who can be called upon to present to campus groups as needed
7. Designs and executes key programmatic elements of the Organizational Development process.
8. Assists with the provision of expert facilitation and coaching to supervisors and managers regarding Organizational Development methods and tools
9. Analyzes, designs, and implements strategies, through core resources, for the design, implementation, and evaluation of programs that facilitate leadership development across the university
10. Designs programs and initiatives for delivery in multiple modalities

Required Qualifications**Educational Requirements**

Master's degree from an accredited institution of higher education in a relevant field

Other Required Qualifications

Certification in coaching and leadership assessment

Required Experience

Eight (8) years of related and progressively responsible leadership development, talent management, career development, or project management experience
Supervisory experience

Preferred Qualifications**Additional Preferred Qualifications**

American Society for Training and Development (ASTD) Certification; International Coaching Federation, or similar certification; facilitation and/or assessments certifications (personality, leadership, or multi-rater instrument certification)

Preferred Educational Qualifications

Advanced degree from an accredited institution of higher education in leadership or organizational development

Preferred Experience

Experience with and ability to perform and interpret needs analyses and translate the findings into actionable next steps

Experience and knowledge with state-of-the-art organizational development technology applications and tools

Experience in a higher education environment

Knowledge, Skills, & Abilities

ABILITIES

Ability to work equally effectively in team-based environments as well as on tasks that require high levels of initiative, autonomy, and independent thought and action

Able to handle multiple tasks or projects at one time meeting assigned deadlines

KNOWLEDGE

Thorough knowledge of the theories, concepts, and practices of organizational development and methods used in developing and implementing OD interventions to include practical application of leadership development concepts and theories

SKILLS

Advanced facilitation and presentation skills

Computing skills including databases, spreadsheets, word processing, graphics design, and presentations

Skilled in relationship building with both individuals and groups of individuals at a full range of levels on a variety of work-related issues and influencing work performance

Exceptional communication and interpersonal skills including demonstrated ability to develop and maintain relationships with executives, staff and stakeholders at all levels"

Exemplary interpersonal skills, particularly related to listening, team building, and conflict resolution

Excellent interpersonal, initiative, teamwork, problem solving, independent judgment, organization, communication (verbal and written), time management, project management and presentation skills

Proficient with computer applications and programs associated with the position (i.e., Microsoft Office suite)

Strong attention to detail and follow up skills

Strong customer service skills and phone and e-mail etiquette

USG Core Values

The University System of Georgia is comprised of our 26 institutions of higher education and learning as well as the System Office. Our USG Statement of Core Values are Integrity, Excellence, Accountability, and Respect. These values serve as the foundation for all that we do as an organization, and each USG community member is responsible for demonstrating and upholding these standards. More details on the USG Statement of Core Values and Code of Conduct are available in USG Board Policy

8.2.18.1.2 and can be found on-line at https://www.usg.edu/policymanual/section8/C224/#p8.2.18_personnel_conduct .

Additionally, USG supports Freedom of Expression as stated in Board Policy 6.5 Freedom of Expression and Academic Freedom found on-line at <https://www.usg.edu/policymanual/section6/C2653> .

Equal Employment Opportunity

Kennesaw State University is an Equal Employment Opportunity Employer. The University is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state law, Board of Regents policy, and University policy, the University prohibits harassment of or discrimination against any person because of race, color, sex (including sexual harassment, pregnancy, and medical conditions related to pregnancy), sexual orientation, gender identity, gender expression, ethnicity or national origin, religion, age, genetic information, disability, or veteran or military status by any member of the KSU Community on campus, in connection with a University program or activity, or in a manner that creates a hostile environment for members of the KSU community.

For additional information or to file a complaint under the provisions of this policy, students, employees, applicants for employment or admission or other third parties should contact the Office of Institutional Equity at English Building, Suite 225, eeo@kennesaw.edu .

Other Information

This is a supervisory position.

This position does not have any financial responsibilities.

This position will not be required to drive.

This role is not considered a position of trust.

This position does not require a purchasing card (P-Card).

This position may travel 1% - 24% of the time

Background Check

- Standard Enhanced
- Education

Per the University System of Georgia background check policy, all final candidates will be required to consent to a criminal background investigation. Final candidates may be asked to disclose criminal record history during the initial screening process and prior to a conditional offer of employment. Applicants for positions of trust with screening results which confirm a disqualifying criminal history will be immediately disqualified from employment eligibility.

All applicants are required to include professional references as part of their application process. Some positions may require additional job-based screenings such as motor vehicle report, credit check, pre-employment drug screening and/or verification of academic credentials.

https://www.usg.edu/hr/assets/hr/hrap_manual/HRAP_Background_Investigation_Employment.pdf

To apply, visit <https://apptrkr.com/5346222>

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