

VICE-PRESIDENT ACADEMIC



ABOUT QUEST UNIVERSITY

Quest University Canada acknowledges that it sits on the traditional, ancestral, and unceded territory of the Skwxwú7mesh (Squamish) peoples. We are grateful to have the opportunity to work, learn, and live in this blessed territory.

Quest is unique. Its groundbreaking approach to postsecondary education began as an experiment. Today, Quest University is one of Canada's important institutions of higher learning. The University finds itself at the threshold of a new stage in its evolution. We are moving into a period of growth and transition as we recover from past financial challenges and the COVID19 pandemic, which have caused a shrinkage in our student, faculty, and staff populations.

Quest seeks to reinvent the undergraduate liberal arts and sciences, using an innovative philosophy and novel curriculum. We believe in teaching skills that work in the real world. We believe in preparing students for any endeavour they choose—from graduate school to professional programs, and from traditional careers to independent paths. We offer an environment of intellectual rigour and personal enrichment, where students help design their own education and delve deep into topics they are passionate about.

We are Canada's first independent, not-for-profit, secular liberal arts and science university, devoted entirely to excellence in undergraduate education.

Quest University Canada is authorized to grant degrees by the Degree Quality Assessment Board of the province of British Columbia and is a member of the Education Quality Assurance Board. Quest University, one of Canada's leading liberal arts institutions, is seeking an entrepreneurial and strategic senior academic leader to serve as its Vice President Academic.





Quest's highly regarded curriculum and educational philosophy are distinct from most universities and embrace an innovative and transformative curriculum that offers a rigorous and well-rounded university education in the arts and sciences with a global focus. Its approach is interdisciplinary and does not have traditional departments and majors, but instead, offers one degree, a Bachelor of Arts and Sciences. Quest's ground-breaking program uses the Block Plan, where classes are taught seminar-style with no lecture halls. Students take one course at a time in 3.5-week Blocks instead of multiple courses simultaneously, which allows for a more immersive learning practice that is enhanced by a live-on-campus experience and field courses that can take students as far as Antarctica. The maximum class size is 20 students, and each student is paired with a faculty advisor. Life Sciences, Physical Sciences, Arts & Humanities, Mathematics, and Social Sciences disciplines are represented among our Faculty. In place of declaring a major, students develop a personalized Question, and the degree culminates in a major work called the Keystone Project, equivalent to a thesis. As part of the current growth plans, Quest is also exploring complementary new programs to add to our offerings.

Quest's results speak for themselves. The university ranks at or near the top in every National Survey of Student Engagement category in Canada. This is a significant achievement in such a short history and has helped put Quest on the map. To date, Quest has graduated over 900 students, with more than half of alumni going on to advanced studies, including at top institutions such as Harvard, Oxford, McGill, and Yale. They enter medical school, law school, or graduate programs in every major discipline.

Quest University was named one of the Top 10 Most Beautiful Campuses in Canada. Quest is located on the edge of Garibaldi Provincial Park and boasts breathtaking views of wooded valleys and snow-capped mountains. The Quest campus is in the coastal mountain community of Squamish, British Columbia, between Whistler and Vancouver and only 70 km from downtown Vancouver and 60 km from Whistler's renowned ski resort.

ABOUT SQUAMISH

Squamish is located at the northern tip of a glacially etched fjord on the Pacific Ocean, surrounded by a spectacular mountain backdrop and nestled within a temperate rainforest, Squamish is recognized worldwide for its culture, recreation, and incredible mountain lifestyle.

Squamish is ideally situated on the scenic Sea to Sky Highway between the two host venues of the 2010 Olympic Winter Games: Vancouver, British Columbia's largest city, and Whistler, a four-season mountain resort consistently ranked the number one ski resort in North America.

A strong, vibrant, and healthy community, Squamish is envied for its wide range of recreational activities. World-class trails, rock climbing parks, consistent wind patterns, a relatively mild year-round climate, a healthy wildlife population, and proximity to ocean, mountains and rivers make Squamish a sought-after destination for mountain bikers, hikers, rock climbers, kite and wind surfers, kayakers, ski tourers, wildlife viewers and backcountry enthusiasts alike. Add to that a long list of organized sport associations such as soccer, ice hockey, figure skating, horseback riding, bmx, gymnastics, lacrosse, and football, to name a few, and Squamish is second-to-none when it comes to both recreation and physical fitness.

But recreation is not the only thing residents are passionate about. A diverse arts and culture scene is growing here as Squamish is home to many photographers, filmmakers and artisans of every genre, and local theatre groups, dance companies, musicians and singers entertain on a regular basis. A dedicated and passionate environmental movement is also at work in Squamish, striving to protect and enhance the fragile ecosystem that is at the heart of what characterizes our beautiful surroundings. A committed group of social organizations provides support through programming and services with the goal to ensure that every resident of Squamish has somewhere to turn in their time of need.

A breathtaking location, combined with a population of 19,893 highly productive people, has resulted in a center of activity that embraces continual evolution and development. As more people strive for a healthy, safe, and affordable lifestyle, Squamish saw an almost 15% population increase between 2006 and 2011.



THE ROLE

The Vice President, Academic will be a key member of the Executive team. The VPA leads strategic planning and operational oversight of all academic matters in a complex multi-unit environment, and is relied on for expertise, innovation and exceptional collaboration, relationship building, and change management skills.

The VPA has direct responsibility for all academic administrative matters. The VPA ensures that the focus of the administrative units, represented by the Dean of Student Life, the Academic Dean, the University Librarian, and the Registrar, is to support the vision and academic mission of the University. As a member of the Executive team, the VPA is decisive and is expected to play a proactive and central role in defining, supporting and achieving Quest's academic and strategic directions and priorities.

The VPA is expected to lead by example and must lead the University through this period of transition and growth to enhance the University's position within both Canadian and Liberal Arts and Sciences Higher Education.

RESPONSIBILITIES AND ACCOUNTABILITIES

There are three primary areas of responsibility and accountability:

I. Academic Success through Planning, Program Quality, Partnerships, Collaborations

The VPA will:

- Lead the implementation of an Academic Strategic Plan* which will align with other institutional planning processes and include three primary objectives:
 - current program enhancements;
 - proposals for new credit-based programs; and
 - development of academic partnerships that enhance learning and scholarly activity and support fiscal sustainability.
- Work with the Academic Dean and conduct meaningful consultation with the Academic Council in the development and oversight of all academic strategic planning and academic operations.
- Be the lead for Quest in all interactions with the Ministry of Advanced Education and Skills Training.
- Represent Quest at appropriate provincial, national, and international bodies.
- Coordinate the participation of Quest and its faculty in BCCAT articulation meetings and negotiates inter-institutional articulation agreements.
- Supervise and coordinate Quest's participation in periodic reviews and reports including, but not limited to, those undertaken by DQAB and AALE.

*The new 3-year Plan will be continuously evaluated and updated according to action strategies, measured outcomes and timelines.

II. Management of Academic and Administrative Units

The VPA will:

- Integrate the operations of units reporting to the VPA to realize efficiencies and synergies for the benefit of learning and workload.

- Provide leadership, support and strategic direction to a team consisting of the heads of direct reporting groups and professional staff.
- foster positive, diverse, and inclusive work environments.
- build capacity within the direct reporting groups to ensure faculty and professional staff are trained and prepared for the diverse and complex challenges of the workplace.
- Ensure appropriate staffing and operational plans are in place for all units.
- Demonstrate and require adherence to a high standard of professionalism and best practices throughout all academic administrative units.
- Provide support and oversight for human resource and performance management functions, including recruitment of qualified faculty and staff, professional development and training, and performance review and accountability; and
- Build beneficial relationships with a wide range of internal and external contacts.
- In the President's absence, act as Quest's chief executive officer and chair Quest's executive committees.
- Supervise all direct reports, including the Academic Dean, Chief Librarian, Dean of Student Life, and Registrar.
- Ensure timeliness and quality assurance measures of reporting cycles from direct reporting groups.

III. Risk Management

The VPA must:

- Represent Management in Collective Bargaining processes, and adjudicate all Level 3 grievances, according to Collective Bargaining Agreement and provincial laws and regulations.
- Communicate and ensure compliance with Quest policies, federal and provincial laws and regulations.
- Incorporate the identification, assessment, and management of risk into all planning and decision making.
- Implement and maintain an effective system of checks and balances with respect to financial and ethical management.



QUALIFICATIONS AND EXPERIENCE

Candidates must possess:

- A doctorate or terminal degree in an academic discipline(s).

I. Academic Leadership Success

- A minimum of five years of progressively responsible and senior level leadership experience in an academic, university environment.
- Demonstrated success in developing interdisciplinary and innovative curricular practices in higher education.
- Demonstrates an understanding of key issues in Canadian higher education
- Demonstrated success as an experienced educator with a record of excellent teaching in the context of the liberal arts and sciences or interdisciplinary university education.
- A public record of intellectual or scholarly achievement.

II. Academic Management and Risk Management Success

- Demonstrated competency and success in negotiating agreements in a complex higher education setting.
- Exceptional written and verbal communications skills; and
- Demonstrated success in team building and building strategic partnerships.
- Demonstrated commitment to Diversity, Equity, and Inclusion in both curricular and structural contexts.

III. Core Competencies

Candidates must demonstrate:

- Superior **Communication** skills;
- Aptitude and eagerness for **Continuous Learning**;
- **Flexibility** in adapting to new situations and information;
- **Motivational and Inspirational** skills;
- **Organizational Awareness** - the ability to maximize opportunity and improve quality;
- The ability to **Plan and Coordinate, Prioritize and Focus on Success**;
- **Problem-Solving Capacity** and exercise of **Good Judgement**;
- Balancing **Results** and **Service Orientation**;
- Ability to model **Teamwork and Collaboration**;
- Principled attention to observing, fostering and supporting institutional **Values and Ethics**; **Cultural Competency**, including sensibilities involving diversity, equity and inclusion.

Role-Specific Competencies include:

- Accountability/Dependability
- Attention to Detail
- Business Acumen
- Conflict Management
- Developing Others toward Professional Growth
- Health and Safety Management
- Impact and Influence

TO APPLY

Candidates are asked to submit the following documents in PDF format to human.resources@questu.ca by **17:00 (PST) on Friday April 30th, 2021** .

- Applications should consist of a full CV detailing academic and professional qualifications and relevant achievements.
- A covering letter describing briefly how candidates meet the criteria in the 'Qualifications and Experience' section of the job profile', why the appointment is of interest, and what they believe they can bring to the role.
- Names of references will only be requested at the end of the recruitment process.

