

JOB DESCRIPTION

Job Title:	President
Location:	Guam
Department:	Administration
Reports to (Title):	Board of Trustees

Classification: <input type="checkbox"/> Staff <input type="checkbox"/> Faculty <input type="checkbox"/> Volunteer/Missionary <input type="checkbox"/> _____	Salary Basis: <input type="checkbox"/> 12 Months <input type="checkbox"/> 9 Months <input type="checkbox"/> Hourly <input type="checkbox"/> _____	Hours / week: <input type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt <input type="checkbox"/> _____
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JOB PURPOSE SUMMARY (GENERAL DESCRIPTION)

The President is the chief executive officer responsible for maintaining an educational program consistent with the stated purposes of the University and providing the line of communication between the University and the Board of Trustees. He/she provide spiritual, visionary leadership and general direction to Pacific Islands University.

KEY RESPONSIBILITIES (NATURE OF WORK)

- The President is the executive head of the institution and of all its departments, and shall exercise such supervision and direction as will promote the efficient operation of the institution.
- He or she shall be responsible to the Board of Trustees for the operation and management of the institution and for the execution of all directives of the Board.
- The President shall have direct access to the Board by submitting reports to the Board at its regular meeting and shall meet with the Board on such occasions.
- Exercise general oversight over the administrative council, its members and functions (including administration, advancement, academics and student life.)
- Formulate school policy and standards in consultation with the administrative council.
- Oversee the formulation and implementation of the PIU Long-Range Strategic Plan.
- He or she shall be the official medium of communication between the faculty and staff.
- The President in consultation with the Vice Presidents shall recommend annually to the Board of Trustees, the creation or continuance of positions of faculty and other employees of the institution.
- He or she shall have the authority to recommend or make appointments of personnel and, within budgetary limitations.
- The president shall make an annual report to the Board, of the work and condition of the institution under his or her control.
- The President directs the establishment of, and has an understanding of and commitment to the University's Mission, strategic goals and objectives, and affirmative action.
- He or she also gives direction in administration in educational, research, and public service operations and policies of the institution.

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- Direct the implementation of an education program as approved by the Board of Trustees.
- Submit the budget and financial reports and interpret the school's financial situation to the Board.
- Communicate the vision and goals of PIU to its constituency and community.
- Represent PIU and Interact with the entire range of its constituency including churches, schools, communities, alumni, and donors.
- Lead the college spiritually.
- Actively promote the college program.
- Assess the educational needs of the local community and PIU constituencies.
- To work with the VP of Advancement to formulate and implement fund raising strategies.

JOB QUALIFICATIONS (EDUCATION AND TRAINING)

- Must be a man of God, filled with the Holy Spirit as demonstrated in a consistent and committed life style.
- Must demonstrate a clear understanding and commitment to the Statement of Faith and the purpose and distinctive of PIU. Among these are the emphasis on training in the Bible; the standards, provision, and responsibility for Spirit-filled living; world evangelization; and the educational philosophy of PIU.
- Must demonstrate a thorough knowledge of the Bible and theology.
- Must demonstrate the ability to communicate ideas effectively, lead people successfully, and administer an educational program efficiently.
- Must have a record of responsible management and leadership experience, preferably in higher education, combined with a strong team orientation and the proven ability to enlist and to delegate to high-performing personnel;
- Must have personal familiarity – and preferably direct, personal experience – with the work of the faculty
- Must have experience in raising funds from individual donors, private and non-profit sources, government, corporations and foundations;
- Must have a student-centered approach to higher education;
- Must have an earned terminal degree and a personal history of teaching and scholarship;
- Must have experience building a visionary strategic plan and linking that plan successfully to tactics and financial resources;
- Must have an abiding commitment to a highly integrated and mutually-supportive campus environment;
- Must have a track record of direct, personal involvement in enrollment management and alumni affairs.
- Must have knowledge of best practices in higher education.
- Must provide a pastoral reference that shows an exemplary Christian testimony and active participation in a local church fellowship.
- Must demonstrate the ability to work and minister cross-culturally to the Micronesians and other people groups the university influences.
- Must sign a statement showing agreement with the institutional doctrinal statement.

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	<ul style="list-style-type: none">• Must possess the desire to minister to students and staff.