

# SEARCH PROFILE:

VICE PRESIDENT FOR FINANCE AND ADMINISTRATION



**CANISIUS**  
UNIVERSITY





Canisius University, a nationally recognized independent liberal arts Jesuit, Catholic institution serving over 2,500 students, invites inquiries, nominations and applications for its next Vice President for Finance and Administration. Reporting directly to President Steve Stoute, the Vice President for Finance and Administration (VPFA) is the chief financial officer of the university and provides strategic and operational leadership for all financial and most administrative functions. The VPFA serves as a member of the Senior Leadership Team and provides leadership and administrative oversight for finance, audit, facilities, information technology services, and business services. Located in Buffalo, New York, Canisius University has a rich 153-year history. The appointee is expected to take office in late Winter/early Spring 2024 or soon thereafter.

This role impacts policy, financial planning, implementation, management, and assessment of the financial activities of the University. The VPFA is responsible for the University budget preparation, enactment of the operating and capital budget, and developing a long-term sustainable economic model to ensure the sustainability of the University. The VPFA safeguards financial and physical assets, which includes oversight of the endowment, provides direction in strategic planning and ensures that goals are accomplished within areas of responsibility. As the chief financial officer, the VPFA works closely with and serves as a senior advisor to the President and other executive officers, deans, directors, and board of trustee members, and interacts with faculty, staff, students, and community members to advance many of the initiatives underway at Canisius.





## ABOUT CANISIUS UNIVERSITY

[Canisius](#) is one of 27 Catholic, Jesuit colleges and universities in the U.S. and the premier private university in Western New York. Founded in 1870 by German Jesuits, Canisius University is named for St. Peter Canisius, a renowned Dutch educator and one of the early members of the Society of Jesus.

Consistently ranked among the top regional institutions in the Northeast, Canisius is a masters-level, comprehensive university that promotes the Jesuit principles of academic excellence, service, and leadership through a broad range of learning experiences and a core curriculum grounded in the liberal arts. Canisius successfully petitioned the New York State Education Department Board of Regents for

university designation, and the transition to Canisius University took place on August 1, 2023, alongside the unveiling of a new strategic plan and launch of a new branding initiative.

Over the last 25 years, the University has invested more than \$185 million to create several signature state-of-the-art living and learning environments, including the newly renovated Science Hall, the Montante Cultural Center, Nelson D. Civello '67 Family Financial Markets Lab, Institute for Autism Research, ESPN3 Studio, Esports lab, Physician Assistant (PA) Studies Program lab, Penfold-Gareis Fitness Center, and Dugan Hall, the newest residence hall.



## ACADEMICS

The undergraduate division offers more than 100 majors, minors, and special programs, taught by faculty who are leaders in their fields, through three academic units: the College of Arts & Sciences, the Richard J. Wehle School of Business, and the School of Education & Human Services. There are 63 undergraduate majors, five pre-professional programs, 65 minors, and 35 graduate degree and certificate programs at Canisius.

Formally established in the 1930s, the graduate division has grown to become one of the most respected schools in Western New York. Canisius graduates have become leaders in business, education, sciences, human resources, communication, and other key areas. The College of Arts & Sciences houses the Core Curriculum, the Honors Program, and offers transformative learning experiences, with excellent placement rates in graduate, medical, and law schools. The Richard J. Wehle School of Business emphasizes hands-on experiences and is accredited by the prestigious Association to Advance Collegiate Schools of Business (AACSB) International, considered a symbol of the highest standard in business education, which fewer than five percent of business schools worldwide have achieved. The School of Education & Human Services offers nationally recognized programs in education, administration, counseling, and specialized allied health fields at both the undergraduate and graduate levels.

The University also offers 12 unique and exceptional online degree-granting programs. Students learning in the online environment have an experience grounded in the same Jesuit values of real-world experiences, rigor, and quality instruction as their counterparts on campus.

The undergraduate and graduate student culture at Canisius is characterized by several distinctions.

Students are drawn to Canisius for its caring and supportive community, the quality of academic programs and preparation for future success. Opportunities for internships, professional training, and collaboration with faculty are abundant. Canisius students enjoy more than 90 student clubs and organizations and have access to state-of-the-art facilities to explore their interests. More than 100 international graduate and undergraduate students from across the globe (excluding Canada) were enrolled at Canisius during 2022-23. Students are highly engaged and increasingly diverse with the majority coming from our home state of New York. Affordability is important to Canisius, with approximately 98 percent of all students receiving institutional aid and approximately 91 percent of new Canisius first-year students receiving academic merit scholarships.

For the most recent enrollment data at a glance: [CLICK HERE](#)

Canisius University sponsors 20 varsity intercollegiate athletic programs that compete at the NCAA Division I level. Intercollegiate athletics at Canisius has been an important part of the student experience since 1903. Canisius has been a member of the NCAA since 1914 and has affiliations with two recognized NCAA Division I athletic conferences. A member of the Metro Atlantic Athletic Conference (MAAC) beginning in the 1989-90 academic year, Canisius calls this conference home to 19 of its 20 programs. The Canisius men's ice hockey program has been a member of the Atlantic Hockey Association since 2003. Academic achievement is a priority for Canisius student-athletes. After the spring 2023 semester, Canisius student-athletes earned an average semester grade point average (GPA) of 3.41. Eighty-two percent (82 percent) of the student-athlete population maintained a GPA of 3.0 or higher for the academic year.



## LOCATION

Canisius is in the Hamlin Park district, a historic, African American residential neighborhood in north-central Buffalo. Spanning approximately 70 acres, the campus comprises 19 academic and administrative buildings, three athletic/recreation complexes, and five residence halls. It is an easily walkable campus – even in the winter months, thanks to a network of tunnels that run underground and connect residence halls to the student center and main academic buildings.

Canisius' prime location in the city of Buffalo provides the ideal backdrop for a student's university experience. Centrally located in the city, Canisius is situated within walking distance to Delaware Park, part of a Frederick Law Olmsted-designed park system, the city's most popular greenspace and near the [African American Heritage Corridor](#). Canisius is a short bike ride or drive to the Elmwood Village, a bustling cultural

district, a 10-minute train ride to historic Allentown, and minutes to the Hispanic Heritage Corridor on Buffalo's west side.

The University is in close proximity to Buffalo's thriving life science economy anchored by the institutions of the [Buffalo Niagara Medical Campus \(BNMC\)](#) and a short distance to Buffalo's stunning and redeveloped downtown waterfront. Canisius is also within driving distance of exciting international destinations, including Niagara Falls and Toronto, and is within a day's drive or hour-long flight to most major cities in the northeast.

### ADDITIONAL ONLINE RESOURCES:

[Living in Buffalo](#)

[Visit Buffalo Niagara](#)







## STRATEGIC PLAN

Under President Stoute's leadership, the institution has created a new strategic plan [\*Answer The Call: The Strategic Plan for Canisius University\*](#). This six-year plan includes the following priorities:

### **I. ACADEMIC EXCELLENCE AND INNOVATION**

Expand into emerging academic fields that prepare students to be dynamic leaders in an evolving global marketplace.

### **II. STUDENT SUCCESS AND ENGAGEMENT**

Build a culture of engagement that supports student success, meaningful human connection, and belonging.

### **III. INSTITUTIONAL SUSTAINABILITY**

Develop the institutional capacity necessary to support an innovative and distinctive Canisius for future generations.

### **IV. OUR CAMPUS, OUR COMMUNITY**

Champion an engaged and inclusive campus culture, grounded in our Jesuit values, and deeply committed to the greater good of our community.

## FUNDRAISING & ENDOWMENT

The University's endowment currently stands at \$141.5 million (as of August 2023).

The University concluded its largest fundraising effort, *A Legacy of Leadership: The Campaign for Canisius College*, on May 31, 2012, with \$95.5 million raised towards a \$90 million goal.

As stated in *Answer the Call*, the University plans to embark upon a comprehensive fundraising campaign to support an innovative and distinctive Canisius for future generations.

## ALUMNI

There are more than 50,000 Canisius alumni who live and work in the United States and 57 other countries. Alumni are characterized by their loyalty, engagement, and generosity to Canisius. Approximately 65 percent

of alumni live and work in Western New York. Canisius graduates are making a significant contribution to the local workforce.

## LEADERSHIP TEAM

The Board of Trustees named [Steve K. Stoute](#) the 25th president of Canisius University in February 2022. His term officially began on July 1, 2022. President Stoute is the first person of color to lead Canisius and one of the youngest presidents in the country. In his brief tenure at Canisius, President Stoute has leaned heavily into the theme of the transformative power of higher education, particularly Catholic higher education.

President Stoute arrived at Canisius from DePaul University in Chicago, Illinois, where he was vice president for strategic initiatives and chief of staff. The President's [Senior Leadership Team](#), comprised of highly effective leaders, educators, and scholars, contributes to strategic planning efforts, is deeply committed to diversity, and works to ensure student success at Canisius.



## THE OPPORTUNITY

The Vice President for Finance & Administration (VPFA) is the chief financial officer of the university and provides strategic and operational leadership for all financial and most administrative functions of the university, including finance, audit, facilities, information technology services, and business services. The VPFA reports to the President of the University and is a member of the President's Senior Leadership Team.

The VPFA will work closely with the President to formulate the institution's overall fiscal strategy. The VPFA is responsible for providing collaborative financial management for the university in support of its short and long-term fiscal health; overseeing the business practices of the university; and ensuring that the annual financial plan is aligned with and supports the university's strategic plan. The VPFA is charged with ensuring the effective and efficient use of institutional resources by instituting appropriate policies and procedures.





## THE OPPORTUNITY (CONT.)

### REPORTING STRUCTURE FOR THE VPFA

The VPFA directly manages:

- Administrative Computing: Manages the Director of Administrative Computing; eight staff members in department in total.
- User Services: Manages the Director of User Services; four staff members in department in total.
- Media Center: Manages the Director of the Media Center; three staff members in department in total.
- Controller's Office: Manages the Controller; five staff members in department in total
- Facilities Management: Manages the Director of Facilities Management; 18 staff members in department in total.
- Co-manages Business & Student Affairs Support Manager, alongside Vice President for Student Affairs.

### KEY RESPONSIBILITIES AND DUTIES

- Develop and provide leadership to a cohesive and effective business and finance team in support of the aspirations of the university.
- Serve as an active and valued member of the Senior Leadership Team; which includes building strong, collaborative professional relationships with peers.
- Provide expert counsel to the president, Board of Trustees, and fellow members of the Senior Leadership Team on all matters related to finance, risk management and operations.
- Develop financial analyses, projections and reports that will inform university-wide strategic priorities, planning and resource allocation.
- Lead the development of the annual financial plan, in a collaborative, inclusive and transparent manner, utilizing contemporary tools and industry best practices.
- Oversee the implementation of the annual financial plan, ensuring that resources are deployed efficiently and effectively in support of institutional goals and objectives.
- Serve as primary liaison to the following committees of the university's Board of Trustees: Audit, Finance & Facilities, and Investment Advisory.
- Represent the university to a broad range of constituencies including students, parents, alumni, faculty, staff, senior corporate executives, government officials, and community leaders.
- Maintain a leadership style that is fair, equitable, and open; support, mentor, and optimally organize the finance and administration unit, setting clear direction and priorities for staff.
- Promote operational excellence through well-defined goals and implementation of best practices and accountability measures.
- Foster a professional environment that recognizes and rewards performance, supports innovation, builds confidence, encourages teamwork, reduces silos, retains staff, and promotes diversity and inclusion.
- Oversee and manage the work of outside professionals who provide services for the university in support of the VPFA's functions, including but not limited to accountants.
- Lead additional projects as assigned by the President.







## REQUIRED AND PREFERRED QUALIFICATIONS AND EXPERIENCES

### REQUIRED QUALIFICATIONS AND EXPERIENCES

- Master's degree in accounting, business, finance, or related field, required.
- Ten or more years of progressively responsible financial and/or operational leadership experience, preferably in higher education or an organization of similar scope and complexity.
- Working knowledge of debt management, risk management, financial audits, auxiliary services, information technology, and capital projects.
- Proven ability to engage diverse constituent groups in a consultative and collaborative manner.
- Sophisticated understanding of investments, and high-level competence with innovative techniques and tools for financial planning, forecasting and analytics.
- Experience working effectively with board members, including providing complex information clearly in support of their fiduciary responsibilities.

### PREFERRED QUALIFICATIONS AND EXPERIENCES

- Ability and willingness to enthusiastically support the Catholic, Jesuit mission, identity, tradition and spirit of the University.
- A results-oriented, strategic thinker with the capacity to deliver financial and operational results while remaining focused on long-range priorities.
- Experience with facilities master planning, to include development and prioritization of the plan to support strategic initiatives.
- Demonstrated understanding of how sound financial and administrative management furthers the mission of the institution.
- Proven achievement in creating a team- and goal-oriented environment that empowers others through active communication, and a successful track record of building and maintaining highly collaborative and productive teams.
- Superior written and oral communication skills; the ability to understand and translate information for all audiences; clarity and eloquence in writing and speaking; the ability to utilize data and metrics as an appropriate foundation for informed decision making.
- Enthusiasm, drive, motivational ability, willingness to collaborate broadly, a competitive spirit, and a passion for relationship building.



## PROCEDURES FOR NOMINATION AND APPLICATION

Academic Search is assisting Canisius University in this national search. Applications, nominations, and inquiries may be sent in confidence to [CanisiusVPFA@academicsearch.org](mailto:CanisiusVPFA@academicsearch.org). Applications should consist of (in 2 separate PDF documents) (1) a detailed cover letter addressing the expectations of the position and (2) a current curriculum vitae (CV). Letters of application should be addressed to Dr. Harold Fields, Vice President for Student Affairs and Dean of Students.

The position will remain open until filled, but for full consideration, applications should be submitted by **November 14, 2023**. Confidential discussions about this opportunity may be arranged by contacting Gabriel Esteban, Senior Consultant, and Maya Ranchod Kirkhope, Vice President and Senior Consultant, at [CanisiusVPFA@academicsearch.org](mailto:CanisiusVPFA@academicsearch.org).

### **COMPENSATION AND BENEFITS:**

Salary: \$180,000.00 – \$200,000.00 annually

Please note that the compensation information is a good faith estimate of the base pay for this position. The selected candidate's actual base pay will be based on job-related, non-discriminatory factors including experience. Information about the total compensation package for this position will be provided during the interview process.

This is a full-time, salaried position. The selected candidate is expected to be onsite and fully engaged with the Canisius community and its constituents. Benefits are available the first of the month after the full-time employee's date of hire and include – health, dental and vision insurance, life and long-term disability insurance, and retirement plan enrollment is available to full-time employees with contribution from the University after one year. Paid holidays, vacation, personal leave, and sick leave included. Tuition benefits are also available for full-time employees and their qualified dependents.

*Canisius University, a Catholic and Jesuit University, has as its foundation the fundamental values of academic excellence, leadership, faith and social justice. Canisius is committed to educating and preparing men and women to become leaders in their professions and their communities, and in service to humanity. The university is an equal opportunity employer committed to recruiting, supporting, and fostering a diverse community of outstanding faculty, staff and students.*

*Individuals who need reasonable accommodations under the ADA in order to participate in the search process should contact the Office of Human Resources at Canisius University at (716) 888-2240.*

*For more information about Canisius University, please visit [www.canisius.edu](http://www.canisius.edu).*



## DISTINCTIONS

### **#12 “BEST VALUE SCHOOLS” REGIONAL UNIVERSITIES NORTH**

*U.S. News & World Report 2024*

### **#8 “BEST UNDERGRADUATE TEACHING” REGIONAL UNIVERSITIES NORTH**

*U.S. News & World Report 2024*

### **#14 “BEST COLLEGES FOR VETERANS” REGIONAL UNIVERSITIES NORTH**

*U.S. News & World Report 2024*

### **COLLEGES OF DISTINCTION NAMED CANISIUS AS A 2022-23 “COLLEGE OF DISTINCTION” FOR EXCELLING IN FOUR AREAS:**

Student engagement, teaching, community and outcomes. Canisius was also named a “Catholic College of Distinction” and an “Education College of Distinction.”

### **THE CANISIUS ACCOUNTING PROGRAM WAS RANKED #38 NATIONALLY, #4 IN NEW YORK STATE AND #1 IN WESTERN NEW YORK.**



### **#54 “TOP PERFORMERS ON SOCIAL MOBILITY” REGIONAL UNIVERSITIES NORTH**

*U.S. News & World Report 2024*

# ABOUT ACADEMIC SEARCH

Academic Search is assisting Canisius University in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute. For more information, visit [www.academicsearch.org](http://www.academicsearch.org).



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