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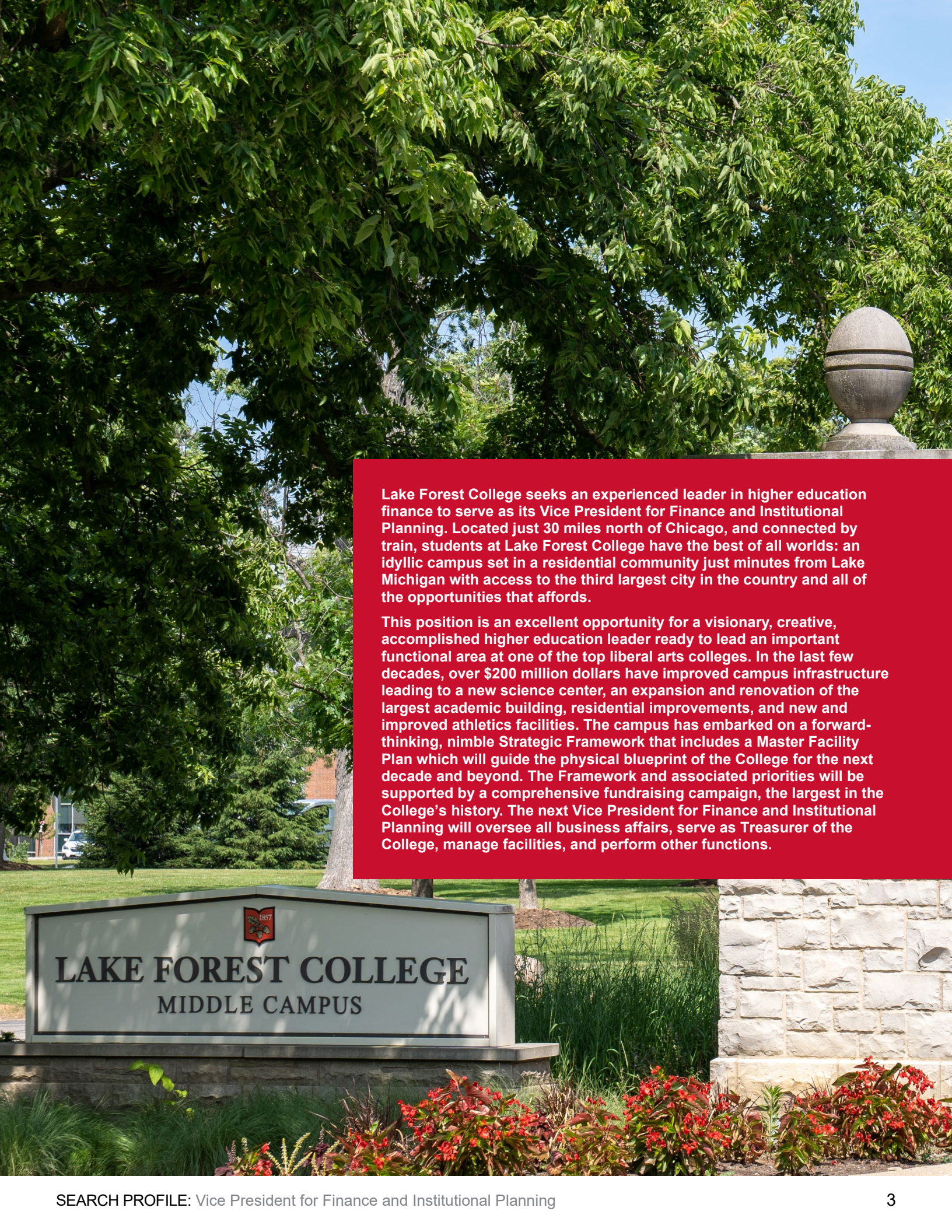
VICE PRESIDENT FOR FINANCE
AND INSTITUTIONAL PLANNING



**LAKE FOREST
COLLEGE**

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Lake Forest College seeks an experienced leader in higher education finance to serve as its Vice President for Finance and Institutional Planning. Located just 30 miles north of Chicago, and connected by train, students at Lake Forest College have the best of all worlds: an idyllic campus set in a residential community just minutes from Lake Michigan with access to the third largest city in the country and all of the opportunities that affords.

This position is an excellent opportunity for a visionary, creative, accomplished higher education leader ready to lead an important functional area at one of the top liberal arts colleges. In the last few decades, over \$200 million dollars have improved campus infrastructure leading to a new science center, an expansion and renovation of the largest academic building, residential improvements, and new and improved athletics facilities. The campus has embarked on a forward-thinking, nimble Strategic Framework that includes a Master Facility Plan which will guide the physical blueprint of the College for the next decade and beyond. The Framework and associated priorities will be supported by a comprehensive fundraising campaign, the largest in the College's history. The next Vice President for Finance and Institutional Planning will oversee all business affairs, serve as Treasurer of the College, manage facilities, and perform other functions.




LAKE FOREST COLLEGE
MIDDLE CAMPUS



ABOUT THE COLLEGE

Lake Forest College is a selective, highly ranked, private liberal arts college recognized for its interdisciplinary curriculum and strong commitment to student success and post-graduate outcomes. The College is renowned for its unique blend of academic excellence, experiential learning, and career preparation, resulting in exceptional outcomes for its students and alumni. The College was recently ranked as:

- the top liberal-arts college in the Midwest by the *Wall Street Journal*
- the #1 college in the country for Social Mobility
- #13 Best Value national liberal arts college by *U.S. News & World Report*.

Founded in 1857, the College has experienced growth during the past several years and enrolls approximately 1,750 students, drawn from 43 states and over 120 countries, who can choose from among 43 majors and 50 minors. Lake Forest College boasts an excellent faculty, a skilled and dedicated staff, an accomplished and diverse student body, and a picturesque campus just 30 miles north of downtown Chicago, connected by public transportation. More information on the College and recent rankings can be found at <https://www.lakeforest.edu/about-us/reputation-rankings-and-facts>.

The College's next Vice President for Finance and Institutional Planning will join an institution already primed for success and ready to take on the challenges of the future. Unlike most national liberal arts colleges, Lake Forest is located near a world-class city with direct access by train, and we have taken advantage of our location in distinctive ways:

- scores of Chicago-area internships
- a residential program in The Loop
- over 200 class trips to Chicago, and much more

Our metropolitan location attracts students, faculty, and staff who know the connection with a major city enhances their research and work.

Lake Forest has married its liberal arts tradition with exceptional career preparation and pragmatism. In fact, our mission statement (approved unanimously by faculty and trustees) notes: "We prepare our students for, and help them attain, productive and rewarding careers."

The Gorter Family Career Advancement Center has gained national attention for this career preparation model and has contributed to a placement rate of over 96 percent.

THE PRESIDENT

This is an exciting moment at Lake Forest College. In July 2022, Dr. Jill Baren became the College's 14th president and the first woman in the role. President Baren is eager to welcome a new partner in the Vice President for Finance and Institutional Planning who will continue to move Lake Forest College forward for a successful future. In collaboration with President Baren and a team of talented senior leaders, the next Vice President for Finance and Institutional Planning will provide creative, visionary, and strategic leadership to the College during a time of further growth and transition. As the College creates the Framework for the next chapter of its history, including accommodating larger incoming classes, the Vice President will collaborate with other members of the senior leadership team to enable Lake Forest College to respond to the changing higher education environment and create a vision for a sustainable future for the institution.



STRATEGIC FRAMEWORK

The 2023-2028 Strategic Framework amplifies points of distinction and emphasizes operational excellence and efficiency in order to proactively and strategically rise above the headwinds and demographic trends to position Lake Forest College for sustained success and do so in a way that balances our capital infrastructure needs with our human resources needs.

President Baren champions a Framework as a method of priority setting for each academic year, while allowing the College to nimblely adjust course if needed. The Framework focuses on Foresters first: our students, faculty, and staff. Next, the Framework addresses needs in resources and partnership, two areas that support and relate to Foresters.

The goals of the Framework are to:

- Position Lake Forest College as a leading, liberal arts institution with an unparalleled pragmatic and modern approach to education.
- Develop a clear, actionable, and nimble priority-setting Framework for the future.
- Capitalize on our strong brand identity to continue to refine our programmatic niches and market relevance

Staff, faculty, and students who serve on the Implementation Task Force, lead the execution of annual strategic priorities.

Read more on the Framework and priorities here:

www.lakeforest.edu/about-us/administration/strategic-framework.

SENIOR STAFF

The Vice President joins a talented senior staff. In the last 2 years, President Baren has added Tara Natarajan as Krebs Provost, Dean of the Faculty, and Vice President for Academic Affairs; Katie Spieth, Vice President

of Advancement; Jackie Hoefler, Vice President for Communications and Marketing; and Dean of Students, Ed Whipple.

FACULTY AND STAFF

Lake Forest College faculty are teachers and mentors who are singularly focused on their students' success. As experts in their fields, faculty regularly publish books and articles and conduct research with students, and they use Chicago as a living classroom.

Ninety-eight percent of full-time faculty hold a Ph.D. or terminal degree from leading graduate programs, including Northwestern, Princeton, University of Pennsylvania, MIT, Harvard, University of Michigan, and University of Chicago.

Many have been awarded grants and fellowships and are recognized for their research and teaching by prestigious organizations such as the National Science Foundation,

National Institutes of Health, National Endowment for the Humanities, and Andrew Mellon Foundation.

They are regularly contacted for expert comment in media such as The New York Times, The Washington Post, The Wall Street Journal, The Economist, National Public Radio, and others.

In total, with faculty and staff, Lake Forest College employees 312 full time faculty and staff, and 123 part time instructors and staff. The diverse and talented employees of Lake Forest College help to foster a friendly and welcoming environment on campus and are dedicated to the College's mission and to students' success.

ALUMNI AND FUNDRAISING

Lake Forest College has more than 15,000 alumni living across the US and around the world. Nearly one in three alumni engage annually with the College by volunteering, mentoring, or attending in person or online programs and events, and one in five alumni are active donors. In recent years, we have been nationally recognized for our outstanding alumni career network and young alumni giving and engagement.

Katie Spieth, Vice President for Advancement and Secretary of the College is building an experienced and

creative advancement function in preparation to launch a comprehensive campaign in the next few years. This campaign will be the largest and most ambitious in the College's history. Previous campaigns focused on capital improvements, including the improvement of many building and student spaces. The next campaign will assist in growing the College's endowment and funding key priorities identified in the Strategic Framework. The Vice President for Finance and Institutional Planning will serve as a key partner to this effort.



LOCATION AND CAMPUS

The City of Lake Forest, the North Shore, and the nearby world-class city of Chicago are rich with resources for recreation, entertainment, culture, and more. The City of Lake Forest, population 20,000, is a safe, suburban community recognized for its natural beauty, sensitivity to open space and preservation of its historic structures and landscapes. A vibrant downtown business district, including historic Market Square and the Metra train station, is a 10-minute walk from campus. The beautiful Lake Michigan beach is also a 10-minute walk from campus.

Lake Forest College sits on 107 wooded acres, one-half mile from Lake Michigan and 30 miles north of Chicago. It is largely a walking (or biking, or sometimes

skateboarding) campus.

The contained campus is colloquially split into three sections: North, Middle, and South. On North Campus, just one academic building, the hallmark Durand Art Institute, is surrounded by three residential buildings including a living and learning community for international students. Middle Campus is the academic hub boasting a newly expanded and renovated Lillard Science Center with state-of-the-art technology for undergraduate teaching and research, the largest academic building in Brown Hall (expanded and renovated in 2021), administrative buildings, the admissions welcome center, add Mohr Student Center among other important student spaces.

ACADEMIC PROGRAMS

Lake Forest College offers a variety of distinctive programs both in the liberal arts and professional areas of study, including:

- 43 majors
- 50 minors
- 15 accelerated programs and affiliations
- 3 pre-professional programs
- 2 graduate programs

The College offers majors in both finance and business, which are not available at many liberal arts colleges; entrepreneurship and innovation is the most popular minor at the College. The new Health Professions Program is a unique partnership with Rosalind Franklin

University of Medicine and Science, allowing students direct pathways to numerous popular health careers.

The African American Studies Program was elevated to full department status in spring 2021 in response to great student interest. Our self-designed major enables students to work with a faculty advisor to design a major suited to their academic interests.

The Richter Scholar Program offers one-on-one research opportunities with a professor during the summer after the student's first year.

Areas of study, including pre-professional programs and graduate programs, can be found online at www.lakeforest.edu/academics.



CAREER PREPARATION

Our Gorter Family Career Advancement Center is a national model. Career development and planning programs take students through four stages of personal exploration and career development through our Career Milestones program, which helps students gain the skills and experiences they need to be successful and to build a strong network within their Pathway, connecting them to a network of mentors including faculty, staff, employers and trustees who provide them with industry insight and help them land meaningful jobs.

Students can join one or all five communities including the Build Your Own community, which is customized to a student's specific interests and connects them to career opportunities across the Pathways:

- Business, Finance, and Data Science
- Creative Arts and Communication
- Law and Public Service
- Science and Health Care
- Build Your Own

These communities have Leadership Teams that consist of alumni, faculty, professional staff, employers, College trustees, and current students. These Leadership Teams are part advocate, part advisory board, and they help to competitively prepare students for jobs and internships to stay on the cutting edge of recruiting trends.

Lake Forest has been featured, along with Stanford and Rutgers, for its institutional focus on career preparation in the *Chronicle of Higher Education's* report on "Transforming the Campus Career Center: New Models for a New Era."

The CAC has 11 professional career center staff—more than twice the national average, including dedicated advisors for particular career industry areas.

Ninety-six percent of Lake Forest College graduates land jobs, attend graduate school, or pursue other chosen opportunities within six to nine months.

DIVERSITY, EQUITY, AND INCLUSION

The Lake Forest College Community is dedicated to diversity, equity, and inclusion.

Faculty Diversity Statement

The faculty at Lake Forest College are committed to creating a truly inclusive community that allows all members to thrive, including those who are members of underrepresented minority groups in higher education or in society more broadly. We respect and support our diverse perspectives and we value the numerous identities and experiences of our students and colleagues. We will continue to strive for increased diversity, equity, and inclusion as a faculty to ensure that the diversity of our student body is represented among our faculty.

Teaching and mentoring students at Lake Forest College are privileges we hold dear, and we recognize that what we teach carries weight in and beyond the classroom. We pledge to speak thoughtfully, to encourage civil discussion, to practice nondiscrimination, and to respect all members of our community. We will not tolerate acts of violence or hate in our community. We commit to the ongoing evaluation and communication of our practices and policies, consistent with this statement and in service to our community.

ATHLETICS

In Forester Athletics, maintaining A Tradition of Excellence is paramount. Excellence is what the Athletic Department strives for in every aspect of its programming. Whether it's varsity athletics, club sports, intramurals, physical education, or general recreation, the College encourages participation, honor, achievement, and most of all, effort.

All athletics programs embrace the principles of gender equity, cultural diversity, sportsmanship, and fair play. Members of the Athletic Department support the College's mission by consistently challenging students to reach their potential as students and athletes. We support and encourage academic excellence and take great pride in students who excel academically. Similarly, we take great pride in those who excel athletically.

Lake Forest College sponsors 25 varsity sports, 12 men and 13 women. Teams are core members of the Midwest Conference, Northern Collegiate Hockey Association, Midwest Lacrosse and Midwest Women's Lacrosse Conferences, and affiliate members for men's and women's golf in the St. Louis Intercollegiate Athletic Conference. Men's and women's handball compete under the United States Handball Association.

Recent sports additions include men's and women's golf (2014), track (2018), and lacrosse (2021). The addition of lacrosse was supported with a new turf field, Mohr Field, and lockers.

Student athletes comprise about 28 percent of the student body.



THE VICE PRESIDENT FOR FINANCE AND INSTITUTIONAL PLANNING: OPPORTUNITIES AND EXPECTATIONS FOR LEADERSHIP

This position is an excellent opportunity for a visionary, creative, accomplished higher education leader ready to lead an important functional area at one of the top liberal arts colleges in the nation. In the last few decades, over \$200 million dollars have improved campus infrastructure leading to a new science center, an expansion and renovation of the largest academic building, residential improvements, and new and improved athletics facilities. The campus has embarked on a forward-thinking, nimble Strategic Framework that includes a Master Facility Plan which will guide the physical blueprint of the College for the next decade and beyond. The Framework and associated priorities will be supported by a comprehensive fundraising campaign, the largest in the College's history. The next Vice President for Finance and Institutional Planning will oversee all business affairs, serve as Treasurer of the College, manage facilities and other administrative functions.

As Treasurer of the College, the Vice President for Finance and Institutional Planning is charged with the fiduciary integrity of the College and leadership for all financial and physical resources. The Vice President manages a broad portfolio of functions including finance, budget, business operations, investments, treasury, real estate, safety and risk management, facilities, human resources, and public safety. The College has a balanced budget (as is required by our Board of Trustees), an overall operating budget of approximately \$70 million and an endowment of \$115 million. The most recent S&P review yielded a ranking of BBB for the College. A Master Facility Plan is in process and will be completed by the end of the fiscal year.

The next Vice President for Finance and Institutional Planning should be skilled at strategically aligning resources with priorities, financial analysis, and modeling, and assessing current and future trends in

higher education. The successful candidate will have the opportunity to make major contributions to the continued success of Lake Forest College in areas such as budget modeling/forecasting, improving processes and procedures, fostering innovation, construction projects, and space allocation. As a leader on campus, this individual must be a collaborative and collegial team player with the ability to communicate complex financial information and decisions across a wide range of constituents and audiences.

The VPFIP will

- Serve as a strategic advisor to the president and the College Leadership Team in providing input and leadership on administrative, financial, and operational matters in service to the mission and goals of the College.
- Develop and execute state-of-the-art procedures for multi-year financial forecasting and budget planning.
- Remain current and knowledgeable in industry standards, trends, and emerging practices to position the College at the leading edge of higher education finance and management.
- Provide sophisticated modeling and data analytic skills for budget development and recommendations for tuition and fees, financial aid discounting, and debt financing strategies.
- Develop timely reporting systems and processes to assure that the President and College Leadership Team are fully informed of the financial impacts of decisions.
- Develop and implement the College's budget plans in collaboration with the president and College Leadership Team.
- Maintain and advocate the highest level of professionalism, stewardship, compliance, integrity, and transparency in all areas.

THE VICE PRESIDENT FOR FINANCE AND INSTITUTIONAL PLANNING: OPPORTUNITIES AND EXPECTATIONS FOR LEADERSHIP (CONT.)

- Design and direct the implementation of the College's capital financing strategies to support facilities needs on campus.
- Bring an innovative and entrepreneurial spirit and contribute to the continued implementation of the College's Strategic Framework, especially as it relates to financial and capital needs.
- Oversee daily treasury functions of the College including cash management, short-term investments, endowment investments, short-term borrowing and long-term debt.
- Oversee risk management activities for the College and seek to minimize risks through maintenance, planning, replacement and insurance.
- Provide day-to-day management and leadership for the areas of accounting, budget, business services, human resources, information technology and student financial services.
- Work closely with Human Resources to ensure compliance with relevant College policies and government regulations, labor-related financial matters, and risk management.
- Serve as the College liaison to the Board of Trustees' Financial Stewardship Committee providing them with appropriate data and best practices in higher education finance management.
- Oversee the annual College audit process.

ADDITIONAL RESPONSIBILITIES INCLUDE:

- Build a climate of trust, transparency and openness by working collaboratively and communicating frequently with faculty and staff, with deans, and with executive leaders.
- Cultivate positive working relationships across the College to promote a climate of customer service, innovation, and student-centered practices and services.
- Provide accountability, professional development and mentoring for all direct reports.
- Enhance cultural diversity, inclusivity and well-being for professional staff.

REQUIRED AND PREFERRED QUALIFICATIONS AND EXPERIENCES

REQUIRED QUALIFICATIONS

- Bachelor's degree from an accredited college or university.
- Successful and progressive professional and leadership experience suitable for appointment at the vice-presidential level.
- Experience supervising staff and building successful teams.
- Experience in a similar role, ideally but not necessarily in higher education.

PREFERRED QUALIFICATIONS

- Administrative experience with budgeting and financial planning in an environment of limited resources.
- Higher education or non-profit experience.
- MBA and/or CPA preferred.





PROCEDURES FOR NOMINATION AND APPLICATION

Lake Forest is being assisted in this search by Dr. Katherine Haley, Senior Consultant from Academic Search and by Associate Consultant Javier Serrano, javier.serrano@academicsearch.org. Applications should include the following:

- A thoughtful letter of interest addressing, as appropriate, the key responsibilities and qualifications outlined in this profile,
- A current resume, showing relevant administrative responsibilities and accomplishments.
- An annotated list of 5 references with contact information, who will not be contacted without candidate's prior approval.

Inquiries, nominations, and applications should be sent to: LakeForestVPFIP@academicsearch.org.

For nominations, please include the nominee's name, position, employer, and email address.

All information from and about candidates will be kept in strict confidence in perpetuity. For full consideration by the search committee, applications should be submitted by **April 5, 2024**. Review of applications will occur on a rolling basis.

Lake Forest College does not discriminate on the basis of race, color, religion, national origin, sex, pregnancy, sexual orientation, gender identity, gender expression, parental status, marital status, age, disability, citizenship status, veteran status, genetic information, or any other classification protected by law in matters of admissions, employment, housing, or services or in the educational programs or activities it operates.

Lake Forest College complies with federal and state laws that prohibit discrimination based on the protected categories listed above, including Title IX of the Education Amendments of 1972, which prohibits discrimination based on sex (including sexual misconduct) in the College's educational programs and activities.

ABOUT ACADEMIC SEARCH

Academic Search is assisting Lake Forest College 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.

