

SEARCH PROFILE:

VICE PRESIDENT AND GENERAL COUNSEL



 Lane
Community CollegeSM

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Lane Community College (Lane) is pleased to announce the search for the next Vice President and General Counsel (General Counsel). The General Counsel is the chief legal officer for Lane Community College and serves as the legal advisor to the Board of Trustees and the President. Providing expert legal counsel, guidance, and strategic direction, the General Counsel helps to ensure that the College identifies and manages legal risks effectively.

LANE COMMUNITY COLLEGE

MISSION AND VALUES

Lane is Transforming Lives Through Learning

Mission

Lane is the community's college. We provide quality, comprehensive, accessible, inclusive, learning-centered educational opportunities that promote equitable student success.

Values

Learning

Working together to create a learning-centered environment.

Recognizing and respecting the unique needs and potential of each learner.

Fostering a culture of achievement in a caring community.

Diversity

Welcoming, valuing and promoting diversity among staff, students, and our community.

Cultivating a respectful, inclusive, and accessible working and learning environment.

Working effectively in different cultural contexts to serve the educational and linguistic needs of a diverse community.

Developing capacity to understand issues of difference, power, and privilege.

Innovation

Supporting creativity, experimentation, and institutional transformation.

Responding to environmental, technological, and demographic changes

Anticipating and responding to internal and external challenges in a timely manner.

Acting courageously, deliberately, and systematically in relation to change.

Collaboration and Partnership

Promoting meaningful participation in governance.

Encouraging and expanding partnerships with organizations and groups in our community.

Integrity

Fostering an environment of respect, fairness, honesty, and openness.

Promoting responsible stewardship of resources and public trust.

Accessibility

Strategically growing learning opportunities.

Minimizing financial, geographical, environmental, social, linguistic, and cultural barriers to learning.

Sustainability

Integrating practices that support and improve the health of systems that sustain life.

Providing an interdisciplinary learning environment that builds understanding of sustainable ecological, social, and economic systems, concern for environmental justice, and the competence to act on such knowledge.

Equipping and encouraging all students and staff to participate actively in building a socially diverse, just, and sustainable society, while cultivating connections to local, regional, and global communities.

LANE COMMUNITY COLLEGE (CONT.)

LANE BY THE NUMBERS

Student body	9,039
Full-time faculty and staff	502
Part-time faculty and staff	356
Total faculty and staff	966

For more information about Lane Community College, please visit the College's website: <https://www.lanec.edu>

LANE'S HISTORY AND ACCOMPLISHMENTS

The Eugene Vocational School was established in the 1930's to provide manual education and training to high school students and unemployed adults. In the 1950's, community-oriented adult education classes were added, and local educational leaders recognized the need to expand into a regional institution that would better serve the diverse needs of the wider community. In 1964 Lane Community College was founded by a vote of local citizens, and the main campus opened in 1968. Lane's second campus opened in Florence, Oregon in 1976, and the Cottage Grove and Downtown Eugene campuses opened a year later.

Lane's nationally renowned radio station, [KLCC](#), was established in 1967, and is the most powerful public radio station signal in Oregon. KLCC is a charter member of NPR, serving more than 88,000 listeners each week. Lane has housed the [Oregon Small Business Development Center Network](#) (SBDC) since 1984. Lane's SBDC regularly generates millions of dollars in capital for the community, creates jobs in the community, helps new start-up businesses, and provides free and low-cost classes for the business community. Lane annually hosts one of the largest powwows in the Pacific Northwest. Since 2006, Lane has offered [Chinuk WaWa](#), an indigenous language specific to the Pacific Northwest.

Lane has received many awards and accolades for its innovative programs and high-quality instruction. The college is a member of the League for Innovation in the Community Colleges. The net impact of the College's operations spending adds over \$109 million in income to the county economy and Lane employs 956 full-time and part-time faculty and staff.

EXPLORE LANE COUNTY AND EUGENE OREGON

One of the advantages of working at Lane is living in the area. Lane's main campus is in Eugene, a city known for its quality of life and for being the home of the University of Oregon. Eugene is home to more than 153,000 people and neighboring Springfield has more than 57,000 residents comprising the second largest population center in the state. Eugene and Springfield are nestled in the Willamette Valley between the Pacific Ocean and the Cascade Mountains. The area's scenic mountains, forests, rivers, lakes, and coastline offer many opportunities for outdoor activities or enjoying the view. Lane County is home to the ocean, beaches, sand dunes, old growth forest, and glaciated peaks, providing almost every natural landscape.

Eugene is known as "[TrackTown U.S.A.](#)" for good reason: Eugene's historic Hayward Field has hosted the U.S. Olympic Team Trials in Track & Field in 2008, 2012, 2016, and 2021. With over 600 restaurants, 210 food carts, 36 cafes, and 1 weekly artisanal [Saturday Market](#), there are great places to explore. Catch a music, comedy, or theater performance at the [Hult Center](#), or watch a sports game at the [Matthew Knight Arena](#).

Lane Community College is proud to serve Lane County with six locations.





ABOUT THE OFFICE OF THE VICE PRESIDENT AND GENERAL COUNSEL

A member of the President's Cabinet and reporting directly to the President, the Vice President and General Counsel (General Counsel) is charged with contributing strategic leadership and managing a wide range of matters of institutional importance. This position oversees and implements strategic priorities. The General Counsel serves as a trusted advisor to the President and Board of Education, and serves as Lane's counsel, providing legal advice to the President and employees of the institution. In this role, the General Counsel represents the institution in litigation, arbitration, and administrative proceedings by preparing pleadings, negotiating between parties, and participating in cases of major importance to the institution's educational programs as well as administrative and financial functions. The General Counsel performs other duties as assigned. As Vice President this position serves as the executive administrator supporting the President's cabinet meetings and other work related to the Office of the President.

DUTIES AND RESPONSIBILITIES:

- The Vice President and General Counsel (General Counsel) serves as the legal advisor on a wide range of matters, including governance; regulatory compliance; labor and employment; intellectual property; contracts; finance; construction-related matters; academic and student affairs; diversity and affirmative action; constitutional law; healthcare; litigation; procurement; real estate; immigration; and interprets and complies with Board bylaws and College rules and regulations.
- Providing legal guidance to the President and executive staff on many challenging issues arising in the higher education context, including labor and employment, public finance, construction, ethics, student issues, litigation, compliance, including Title IX, affiliation and contractual agreements, college governance, immigration, and fundraising.
- Researching and communicating changes in legislation and judicial action which may impact college operations and working with President and executive staff to ensure compliance in affected departments.
- Drafting, negotiating, and tracking institutional contracts, affiliation agreements, vending and personal service agreements, clinical agreements, intergovernmental agreements, leases, and other documents for execution by the college President and Board of Education.
- Reviewing and maintaining up-to-date knowledge of local, State and Federal laws and advising college staff regarding policies and procedures to ensure that they are consistent with those laws.
- Advising the Board of Education, President, and executive staff on public meeting laws, board policies, and other college governance matters. Advising the Board of Education, President, and executive staff on matters that may lead to litigation.
- Representing College interests in mediations, arbitrations, and hearings before the Employment Relations Board.
- Engaging with external counsel in relation to litigation, complex investigations, and other matters as needed.

ABOUT THE OFFICE OF THE VICE PRESIDENT GENERAL COUNSEL (CONT.)

- Conducting investigations related to employee or student conduct as needed.
- Participating in labor negotiations.
- Coordinating and integrating the activities of the President's Cabinet in the development and implementation of core initiatives, goals, action plans, and activities for the Office of the President, including institution-wide projects that foster beneficial and innovative change with honesty, integrity, and good judgment.
- Participating in institutional action planning and procedure development.
- Making complex decisions in a rapidly changing environment.
- Accompanying and/or representing the President at the discretion of the President.
- Facilitating Cabinet meeting agendas and follow through.
- Assure the implementation of the College's Affirmative Action and Equal Employment Opportunities concerning policies, goals, and timetables in assigned areas. Ensure staff development on diversity, inclusive climate and respectful learning and working environment issues.
- The General Counsel performs all duties at the direction of the President, in collaboration with the Board, executive staff, and other college stakeholders as appropriate to achieve the College's mission.
- The General Counsel performs any other duties within the scope of this position as assigned by the President to support the achievement of institutional goals and initiatives, including goals for equity and inclusion.

KNOWLEDGE SKILLS AND ABILITIES:

- Proficiency and experience in labor and employment law, including discrimination, disability accommodation, job protected leaves, hiring, performance management and discharge, wage and hour, internal investigations, employment agreements, and other relevant employment law situations.
- Skill in collective bargaining issues, including contract negotiations, unfair labor practice charges and grievance and arbitration matters.
- Skills in effective written and verbal communication for a wide variety of audiences, internal and external to the College.
- Ability to draft, read and provide guidance on complex legal matters.
- Ability to communicate effectively with a wide variety of audiences, and to provide sophisticated information in plain language.
- Ability to understand and carry out Lane Community College's commitment to student success, lifelong learning, and the needs of students, staff, and the public.
- Ability to understand and carry out Lane Community College's mission and strategic agendas including College Learning Outcomes, cultural competency, and diversity.

PREFERRED EXPERIENCE

- Legal experience in a higher education setting.
- Public contracting experience.
- Experience in policy development, implementation, and interpretation of laws regulating public entities.
- Ability to transform general strategic direction into tactical action plans. Broad background with the ability to converse with functional areas across the institution.
- Demonstrated aptitude to be a generalist.
- Demonstrated ability to build relationships and trust throughout an organization.
- Multicultural experience and bilingual proficiency in World languages is desirable.
- A demonstrated commitment to promote and enhance the concepts of social justice and culturally competent behaviors is expected.





MINIMUM QUALIFICATIONS AND LICENSURE REQUIREMENTS

Membership in good standing in the Oregon State Bar, or membership in good standing in another state bar, and eligibility to gain admission in the Oregon State Bar within twelve (12) months of hire.

Qualified candidates will hold a law degree (JD) from an American Bar Association accredited institution and have a minimum of five (5) years of successful experience as a practicing attorney serving in a firm, corporation, government agency, higher education institution, other complex organization, or a combination thereof.

APPLICATION PROCESS

Lane Community College is being assisted in its search by Academic Search. Applications should consist of a substantive cover letter, a resume, and a list of three professional references with full contact information (names, titles, email address and phone numbers). No references will be contacted without the explicit permission of the candidate.

The position is open until filled, but only applications received by **June 15, 2024**, can be assured of full consideration. The Annual Salary/Wage Range for this position is **\$147,338 - \$159,361** (12 month).

Applications, nominations, and expressions of interest can be submitted electronically to LaneCC@academicsearch.org.

Confidential discussions about this opportunity may be arranged by contacting Senior Consultant, Mary Kennard, Esq. Mary.Kennard@academicsearch.org

Lane Community College is an Affirmative Action / Equal Opportunity / Veteran /Disabled Employer embracing equity, inclusion, and accessibility. We encourage a safe and hospitable environment for women, minority, veteran and disabled candidates. Lane actively recruits Veterans and those with Disabilities for all positions. For accommodations and questions call 541-463-5586. Veterans, please fax, e-mail, mail or deliver your documentation (DD214/DD215/ letter of disability) to Human Resources blunta@lanecc.edu, 541- 463-3970. Lane Community College ensures that all veteran documentation submitted to HR will remain confidential.

ABOUT ACADEMIC SEARCH

Academic Search is assisting Lane Community 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.

