

**ASSOCIATE VICE PRESIDENT for  
Policy Analysis and Research  
Madison, WI**

The University of Wisconsin (UW) System invites nominations and applications for the position of Associate Vice President for Policy Analysis and Research. The UW System consists of two doctoral universities, eleven comprehensive universities, thirteen freshman-sophomore colleges, and a statewide university extension, serving more than 175,000 students. The Associate Vice President heads the Office of Policy Analysis and Research (OPAR), one of the units within the UW System Administration, and reports to the System's Senior Vice President for Academic Affairs. OPAR presently includes ten staff members. Please see OPAR's website: <http://www.uwsa.edu/opar/>.

The University of Wisconsin System, through its campuses, faculty, and staff, is uniquely positioned to help create a stronger future for this state. The UW System aims to be the premier developer of human talent in Wisconsin, a key catalyst for creating the jobs that use this talent, and a vital partner to communities that sustain this talent. The UW System has recently created the Growth Agenda, which provides the overarching strategies by which UW campuses will work with internal and external partners to retain Wisconsin's high quality of life for its citizens. As part of this, the UW System is committed to using data to learn what is working and to change what is not working. Working with colleagues in Academic Affairs and on the campuses, the Associate Vice President will contribute to the efforts of the UW System Office of Academic Affairs to achieve the goals of this strategic framework. The annual accountability report for the UW System Growth Agenda, "Investing in Wisconsin's Future," is designed and produced by OPAR. For more information on the Growth Agenda, please see the website: <http://www.wisconsin.edu/growthagenda/>.

**Responsibilities:** The Associate Vice President provides leadership in policy analysis, interpretation, and development to support educational planning and management in the UW System. This position provides leadership and analytic expertise on policy issues to the University of Wisconsin System Board of Regents, UW System Administration, and UW institutions. This includes enrollment management strategies and implementation, instructional costs analyses, faculty teaching loads, benchmarks for student success across diverse populations, and other academic planning and policy issues. The position oversees the collection of student, curricular, and financial aid data from UW System institutions, that provide a basis for systemwide policy analysis. Additionally, this position monitors national and state developments in higher education; initiates studies and analyses to address emerging issues; contributes to the budget planning process; and participates in review and evaluation of UW System policies and academic programs. This leadership role is carried out through consultation with UW System institutions and other System Administration offices. This position directs and supervises a staff of research analysts. S/he will supervise staff with a fundamental commitment to a workplace where people are respected and individual contributions are valued. As a member of the Academic Affairs Council, the Associate Vice President works collaboratively with Regents and colleagues from across UW System Administration, contributing to the leadership of the UW System.

*-Continued-*

**Qualifications:** A master's degree is required, with at least seven years of professional experience in higher education, with institutional research and administrative leadership experience. A terminal degree is preferred. Preferred degree areas include higher education, social sciences with analytical-based background, statistics, or mathematics. Other qualifications include:

- A broad understanding of and commitment to the teaching, research, and public service missions of public higher education
- Experience and sensitivity dealing with higher education institutions with diverse missions (doctoral, comprehensive, two-year, and extension) such as those that comprise the UW System
- Demonstrated commitment to and knowledge about equity, diversity, and inclusion as critical components of student success
- Knowledge and/or experience with accountability, strategic planning, and other major higher education issues
- Experience managing large data bases and an understanding of higher educational data warehouse issues
- Demonstrated ability to develop collegial and collaborative relationships
- Flexibility and skill in managing during periods of change
- Demonstrated success in leading groups of diverse individuals to reach common goals
- Outstanding communications and interpersonal skills
- Campus experience is highly desirable, as is experience working in a multi-university system

**Conditions of Appointment:** This is a full-time, unclassified Limited appointment that serves at the pleasure of the Senior Vice President for Academic Affairs. By definition, employees with Limited appointments serve at the pleasure of the authorized official who made the appointment, for an unspecified term. This position is assigned to Salary Range UWS 11 (currently \$105,466 - \$158,199); salary will be assigned within this range, commensurate with the candidate's qualifications and experience. (Salaries of Associate Vice Presidents in System Administration currently range between \$113,368 and \$142,000). An excellent benefits package is also included. Special Note: The UW System conducts criminal background checks on final candidate(s).

*Pursuant to Wisconsin Statutes, upon request we are required to provide a list of all nominees and applicants who have not requested in writing that their identity not be revealed. Persons agreeing to be final candidates will have their identity revealed as a final candidate.*

**To ensure full consideration, complete applications must be received by Monday, March 1, 2010.** However, applications will continue to be accepted until the position has been filled. To apply, send a letter of application addressing the qualifications and experiences above, a comprehensive resume, the current contact information of at least five references who can attest to the applicant's professional qualifications, and a statement of whether you wish to have your application held in confidence or made available to the public upon request to: Ms. Demi Wiemann, Office of Human Resources and Workforce Diversity, at [dwiemann@uwsa.edu](mailto:dwiemann@uwsa.edu). Complete materials should be submitted electronically as Microsoft Word or PDF attachments. Do not send application materials in the body of an email as formatting will be lost. (If you are unable to submit materials

electronically in this format or have application questions, contact Demi Wiemann at 608-263-4390 or by email at the above address, for special arrangements.)

*"The University of Wisconsin is an AA/EEO employer committed to achieving a diverse workforce and to maintaining a community which welcomes and values a climate supporting equal opportunity and difference among its members*