

Vice President for Administration and Business Affairs &  
CFO  
California State University-Sacramento

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<b>Job Title</b>	Vice President for Administration and Business Affairs & CFO
<b>Department</b>	Finance <a href="https://www.csus.edu/">https://www.csus.edu/</a>
<b>Institution</b>	California State University-Sacramento Sacramento, California
<b>Date Posted</b>	Jul. 6, 2018
<b>Application Deadline</b>	September 26, 2018
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Other Executive Categories Vice-(President/Provost/Chancellor)
<b>Academic Field(s)</b>	Financial Planning/Budget Management Business & Administration
<b>Apply By Email</b>	<a href="mailto:SacStateVPABA@wittkiever.com">SacStateVPABA@wittkiever.com</a>

**Job Description**

California State University, Sacramento (Sacramento State) is seeking a collaborative and innovative leader to join the campus community as its vice president for administration and business affairs.

Sacramento State is a comprehensive, regional university established in 1947. Our mission is to prepare students for leadership, service and success, and we are committed to creating a welcoming campus that is diverse and inclusive for students, faculty, staff, administrators and the larger Sacramento community.

Sacramento State is the 7th largest campus in the California State University system. The California State University (CSU) system, comprised of 23 campuses and the Chancellor's Office, is the largest university system in the nation educating over 460,000 students throughout the state. The CSU is a university system governed by collective bargaining for its represented employees.

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Known as the Capital University, Sacramento State is in the heart of Northern California, one of the most beautiful, diverse and rapidly growing areas in the country. The 300-acre campus, located just five miles from the State Capitol, is situated along the American River parkway that offers miles of trails and recreational access to the city's two rivers, Folsom Lake, and the historic Sacramento riverfront. Growth in the region has provided significant opportunities for faculty research and engagement with civic and business organizations as well as extensive research and internship opportunities for the University's more than 30,000 students. The University, where quality teaching is a top priority, offers 58 bachelor's degree programs with 143 concentrations; 37 master's degree programs with 71 concentrations; and 3 doctoral degrees with 2 concentrations in the Ed.D. The University is on track to offer its fourth doctorate, the Audiology Doctorate, in the coming year. The University also offers 10 post-baccalaureate certificates and houses numerous research and community service centers.

The vice president for administration and business affairs reports directly to the president and provides vision, leadership and oversight for a large and diverse division that supports the academic mission of the institution. The vice president is responsible for the management and monitoring of the institution's financial status, budget, compliance, overall financial stability and health. The vice president leads and manages the following departments: Auditing and Consulting Services; Budget Planning and Administration; Facilities Management; Financial Services; Resource and Organizational Management; Risk Management Services; Police Department; and University Support Services. As a key member of the executive cabinet, the vice president will play a critical role in achieving the campus's overall strategic goals and serving as an advisor to the president and campus on all fiscal matters. The vice president also represents Sacramento State at California Association of Business Officers (CABO) and other CSU system-wide committees and initiatives.

The successful candidate will have experience in long-term financial planning and analysis aimed at identifying risks, opportunities and innovative strategies to increase campus resources. The candidate should also have significant experience managing a diverse portfolio of administrative units. A demonstrated track record of developing and/or actively participating in the development of campus master plans and successful oversight of campus development projects will be important as Sacramento State continues to expand its physical footprint. The incoming vice president will have a high level of accountability and integrity, maintaining the highest ethical standards. The ideal candidate will be a highly collaborative, communicative and innovative leader committed to fostering a culture of transparency and trust within the division, across campus, in the CSU, in the greater Sacramento community and at the state level. The vice president plays an instrumental role in cross-functional future planning, as well as the maintenance of strong relations with the California State University System Chancellor's Office, city, county and other agencies. The vice president serves on University and system committees and acts as liaison to the system office. The incumbent represents the University on matters at city, county and state government levels and to the legislative branches of



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government. For more information about the positions, please see [www.wittkiever.com](http://www.wittkiever.com).

Inquiries, nominations and applications are invited. For fullest consideration, applicant materials should be received by September 26, 2018. Candidates are asked to provide a resume, letter of application that addresses the responsibilities and requirements described in the leadership profile and the names and contact information of five references. Candidate confidentiality will be respected and references will not be contacted without prior knowledge and approval of candidates. Inquiries and application materials should be sent via email to the search consultants, Zachary A. Smith, Ph.D. and Sophie Stava at [SacStateVPABA@wittkiever.com](mailto:SacStateVPABA@wittkiever.com).

### **EEO/AA Policy**

The University is an Affirmative Action/Equal Opportunity Employer and does not discriminate against persons on the basis of race, religion, color, ancestry, age, disability, genetic information, gender, gender identity/expression, marital status genetic information, medical condition, national origin, sex, sexual orientation, covered veteran status, or any other protected status.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact** Zachary A. Smith, Ph.D. and Sophie Stava  
Witt/Kieffer  
2015 Spring Road, Suite 510  
Oak Brook, IL 60523

**Contact E-mail** [SacStateVPUA@wittkiever.com](mailto:SacStateVPUA@wittkiever.com)