

Assistant Vice President of Institutional Research and
Strategic Decision Support
Worcester Polytechnic Institute

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Posted Jun. 3, 2019, set to expire Oct. 2, 2019

Job Title	Assistant Vice President of Institutional Research and Strategic Decision Support
Department	
Institution	Worcester Polytechnic Institute Worcester, Massachusetts
Date Posted	Jun. 3, 2019
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Vice-(President/Provost/Chancellor)
Academic Field(s)	Research
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Job Description

JOB TITLE

Assistant Vice President of Institutional Research and Strategic Decision Support

LOCATION

Worcester

DEPARTMENT NAME

Enrollment Division

DIVISION NAME

Worcester Polytechnic Institute - WPI

JOB DESCRIPTION SUMMARY

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WPI, a technological university with a human heart and a global reach, approaches STEM learning and discovery the way it should be approached. It's not good enough to train students in the STEM fields we expect our students to use their skills to make a positive impact on the world, one project at a time.

President Leshin

Worcester Polytechnic Institute (WPI) is seeking an Assistant Vice President (AVP) of Institutional Research and Strategic Decision Support. This position is a high level role within the university and provides senior leadership with cross-functional strategies that can be used to shape institutional planning, policy formation, and decision-making in support of university goals. The AVP will help develop tools to track and assess institutional effectiveness. The ideal candidate will bring a strong collaborative spirit and an established record of success in institutional research to this important leadership position. As head of Institutional Research, the AVP will supervise a team of three full-time staff.

WPI is the nation's third oldest private independent technical university, founded in 1865. Led by President Laurie Leshin, WPI serves over 4,000 undergraduates and over 1,900 graduate students enrolled in more than 50 undergraduate and graduate programs. Its undergraduate student body is comprised of 13 percent international students from over 75 countries (21% international in graduate and undergraduate), and 18 percent multi-cultural. The spectacular and beautiful campus containing 35 buildings on 80 acres is located in a residential area of Worcester, Massachusetts. The university endeavors to provide its students with cutting-edge environments for learning and research. WPI is known for its project-based approach to undergraduate education, challenging students to use their expertise in science and engineering to solve real world problems. It also serves as one of the country's most environmentally responsible colleges and universities, according to the Princeton Review.

JOB DESCRIPTION

Responsibilities:

- ? Provide high level expertise in institutional research to inform institutional planning, resource allocations and decision-making.
- ? Provide strategic level direction and coordination of WPI's data governance, data generation and validation efforts.
- ? Work with senior leadership team to develop critical measures of success and assess risk, using projections and models to help with prioritization and decision-making.
- ? Promote data usage, analytics and information management processes across the university in order to optimize the quality and impact of programs and services.
- ? Facilitate a comprehensive business intelligence strategy in coordination with partners in IT Services.

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- ? Lead institutional accreditation efforts including NECHE, ABET, and AACSB.
- ? Oversee survey management including survey design, timeline, engagement, and analysis for internal and external surveys.
- ? Direct and coordinate the collection, analysis and reporting of institutional and comparative data.
- ? Oversee compliance with mandatory data reporting, data exchanges with peers, and benchmarking.
- ? Establish and maintain quantitative and qualitative key indicators to assess and forecast progress towards institutional goals.
- ? Identify and / or solve data issues, understand data needs and propose creative solutions to emerging data issues.
- ? Facilitate strategic planning efforts by developing, tracking, analyzing and disseminating key metrics.
- ? Lead review, implementation, and support of Tableau and other data visualization tools, ? Provide expert advice on research design, outcomes assessment and evaluation.
- ? Communicate and collaborate with campus partners to assist in the formulation and resolution of pressing institutional questions.

Requirements:

- ? Master's degree required.
- ? Five or more years of experience leading an office of Institutional Research with increasing responsibility including staff management and supervision, as well as the collection, analysis and presentation of data.
- ? Proficient in quantitative and qualitative research design and analysis.
- ? Strong leadership and exceptional project management skills, including excellent attention to detail and ability to ensure quality, accuracy and timeliness of deliverables.
- ? Outstanding interpersonal skills, including written and oral communication skills with ability to convey complex information to diverse audiences.
- ? Capacity to work well with faculty and staff at different levels of the organization.
- ? Strong collaborator with experience leading, directing and mentoring individuals and teams to meet shared goals.
- ? Ability to prioritize multiple projects and to accommodate changing priorities in a fast paced environment.
- ? Initiative for accomplishing goals and maximizing available resources.
- ? Demonstrated commitment to diversity, sense of humor and desire to provide world-class customer service.
- ? Strong professional network and knowledge of industry / higher ed trends and best practices.

FLSA STATUS

United States of America (Exempt)



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WPI is an Equal Opportunity Employer. All qualified candidates will receive consideration for employment without regard to race, color, age, religion, sex, sexual orientation, gender identity, national origin, veteran status, or disability. We are seeking individuals with diverse backgrounds and experiences who will contribute to a culture of creativity and collaboration, inclusion, problem solving and change making.

To apply, visit: [url=https://apptrkr.com/1480952]https://wpi.wd5.myworkdayjobs.com/en-US/WPI_External_Career_Site/job/Worcester/Assistant-Vice-President-of-Institutional-Research-and-Strategic-Decision-Support_R0000460

About WPI

WPI is a vibrant, active, and diverse community of extraordinary students, world-renowned faculty, and state of the art research facilities. At WPI, we have competitive and comprehensive benefits, including health insurance, long-term care, retirement, tuition assistance, flexible spending accounts, work-life balance and much more.

Diversity & Inclusion at WPI

WPI is committed to creating an inclusive workplace where everyone feels valued and respected; a place where every student, faculty and staff member can be themselves, so that they can study, live, and work comfortably, to reach their full potential, and make meaningful contributions in order to meet departmental and institutional goals. WPI thrives on innovative practice and welcomes diverse perspectives, insight, and people from diverse lived experiences, to enhance the community environment and propel the institution to the next level in a competitive, global marketplace.

Contact Information

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

Contact

Worcester Polytechnic Institute

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