EXAMPLES OF “IDEAL” CANDIDATE STATEMENTS

Ideal Candidate
Ohlone College is seeking a dynamic educational leader with a passion for teaching and learning, along with a strong commitment to the missions and ideals of the community college, to assume the position of Dean of Language and Communication.

The ideal candidate will have knowledge and experience in the operational duties and responsibilities of an Academic Dean. We are looking for a Dean who is student-oriented in approach and dedicated to student success. An ideal candidate will be skilled in motivating and assisting faculty in generating student engagement in learning. Innovative teaching strategies are encouraged at Ohlone, including collaborative learning and the active use of technology. Experience with fully online and hybrid learning is very much desired. Continuous professional development is highly valued. We are looking for a Dean with enthusiastic interest in curriculum and instructional improvement though ongoing critical thinking about student learning outcomes in courses and programs. Excellent communication skills with students, staff and faculty peers are essential.

We are looking for a Dean who is flexible in working style and adaptable to change and able to be a contributing member of a highly effective team of Academic and Student Services Deans and Directors. Ohlone prides itself as a Learning College with the motto of “A World of Cultures United in Learning” and we are looking for faculty who embrace diversity in serving students of varied backgrounds and learning styles. The college has a firm commitment to environmental sustainability and looks to all employees to support this important goal.

Ideal Candidate
The ideal candidate will be an experienced community college educator and leader, with a commitment to overall counseling services and programs that supports all students including programs that support historically underrepresented populations; demonstrates initiative and possess excellent people and problem solving skills.

Ideal Candidate
Ohlone Community College District is looking for a dynamic and accomplished leader to be our next Vice President, Academic Affairs. Under the direction of the President/Superintendent, the Vice President, Academic Affairs serves as the chief academic officer of the college and is responsible for educational policy and academic programs. This includes program review and improvement, accreditation and self-evaluation, assessment of student learning and advancement of student success, academic personnel decisions, budget development, enrollment management, fiscal accountability, program and curriculum development, and the encouragement and improvement of teaching and learning.
This is an exciting time for Ohlone and you will want to be part of our innovative and continuously improving environment. Visit our website at: http://www.ohlone.edu/ to learn more about our vision, mission, educational master plan, strategic plan and other key documents. In particular you will want to read the recent updates of our initiatives by visiting the President/Superintendent’s webpage at: http://www.ohlone.edu/org/president/

**Ideal Candidate**
The ideal candidate for this position will have:

- Strong work ethic and ability to prioritize multiple tasks and follow through in a timely manner
- Ability to work independently as well as an effective team member
- Have initiative to ask questions, make proposals, and take initiative responsibly
- Excellent listening, strong written and verbal communication skills
- Ability to clearly organize and maintain files and documents, both digital and printed
- Knowledge of the field of music and music education
- Ability to embrace diversity in serving students of varied backgrounds and learning styles
- Commitment to environmental sustainability
- Dedication to being ethical, trustworthy, credible, loyal and respectful of diverse views and opinions

**Ideal Candidate**
The ideal candidate for this position will have:

- Strong work ethic and ability to prioritize deliverables from multiple team members and follow through in a timely manner
- Excellent listening, strong written and verbal communication skills
- Excellent customer service skills and initiative
- Experience with planning and administrative support for programs and/or events
- Ability to clearly organize and maintain files and documents, both digital and printed
- Experience in maintaining program budgets
- Experience in maintaining cooperative relations and communications with management and staff while maintaining a high standard of professionalism
- Proficiency in MS Office suite as well as ability to learn software and database programs
**Ideal Candidate**
The ideal candidate for this position will have:

- A knowledge of higher education curriculum;
- Strong computer proficiency and familiarity working with an integrated educational database;
- Aptitude and patience instructing colleagues how to use software programs;
- Excellent listening, written, and verbal communication skills;
- Strong work ethic and ability to prioritize multiple tasks and follow through in a timely manner;
- Ability to work independently as well as an effective team member;
- Proficiency with troubleshooting challenges self-sufficiently;
- Capability to work collaboratively and collegially with colleagues;
- Attention to detail and accuracy;
- Capacity to take initiative rather than waiting for direction;
- Insight to work efficiently and effectively; proactively rather than reactively;
- Dedication to being ethical, trustworthy, credible, loyal, and respectful of diverse views and opinions.
- Ability to embrace diversity in serving students and colleagues of varied backgrounds and learning styles;
- Commitment to environmental sustainability.