



Vice President of Finance

Kentucky Wesleyan College is a leader in liberal arts and professional education with a long-standing reputation for quality and academic excellence. Currently serving approximately 700 students, Kentucky Wesleyan provides a challenging and supportive academic experience, a positive work environment, a stimulating culture, and a competitive athletics program.

Kentucky Wesleyan College invites applications for the full-time, executive position of Vice President of Finance. This vice-president is responsible for the financial, facilities, and business functions of the college and leads a broad range of business-related services that support the academic and administrative functions of employees, students, and other constituents. The institutional budget is approximately \$18 million with an endowment value of over \$30 million.

Major Responsibilities

- Works with the President, Cabinet of Officers, Board of Trustees, employees, and others toward fulfilling the institution's mission, strategic priorities, and operational plans.
- Serves as a member of the senior management team.
- Leads in the development of multi-year fiscal planning forecasts and activities followed by review and analysis of outcomes.
- Compiles various financial decision-making data and reports.
- Leads initiatives and analysis of revenue generating strategies as well as cost reviews for optimal allocation of resources.
- Ensures compliance with generally accepted accounting principles, government accounting standard boards, and other applicable guidelines.
- Oversees financial audits and tax returns.
- Maintains compliance and recordkeeping for the college's accrediting agencies.
- Serves as the campus risk manager and primary contact for property and liability issues.
- Provides leadership for campus safety and security programs pertaining to facilities (e.g., fire safety, emergency egress, workers compensation).
- Acts as a liaison and resource for externally contracted services (e.g., facilities, dining).
- Plans, implements, and evaluates support for academic, co-curricular, and administrative functions relative to campus facilities, vehicle fleet, and equipment inventory.
- Supervises and provides direction for budgeting, internal auditing, accounting, human resources, payroll, accounts payable, campus store, and college-owned apartments.
- Manages special projects and capital projects.
- Works closely with external financial entities to ensure that business and fiscal transactions are in compliance and optimized for the benefit of the college.
- Serves as staff liaison on the College Board of Trustees' Finance Committee, Investment Sub-Committee, and Audit Sub-Committee.

Qualifications and Characteristics

- Bachelor's degree in business, finance, accounting, or higher education administration. Master's degree and/or CPA preferred.
- Minimum of five years of managerial experience in business or finance with progressively increasing responsibilities. Experience in a not-for-profit setting and higher education preferred.
- Ability to read, analyze, and interpret financial statements, ledgers, and legal documents.
- Strong accounting, mathematical, and computer skills.
- Demonstrated leadership capabilities.
- Exceptional interpersonal, communication, and relationship-building skills.
- Strategic and analytical thinking skills with sound decision-making and problem-solving abilities.
- Excellent organizational skills with the ability to manage multiple priorities in a demanding, fast-paced environment.

Employee Benefits

This senior leadership position has access to a full range of employee benefits. Insurance offerings include health, dental, and vision, with coverage starting on the first date of the month after hire. The college provides no-cost life and AD&D coverage. Contributions to the retirement plans are immediately, 100% vested. There are several continuing education tuition plans, as well as a generous benefit time program.

Application Process

Application materials should include a cover letter detailing interest in and qualifications for the position, a current resume, and the contact information for at least five professional references. Materials should be submitted to Human Resources at Kentucky Wesleyan College via csublett@kwc.edu. Applicants will receive an email confirming receipt of materials.

The review of applications will begin on June 20. Applications will be accepted until the position is filled.

An official transcript for highest degree awarded will be required of the successful candidate, as will a background check. The College will not sponsor applicants for work visas.

Kentucky Wesleyan College is an equal opportunity employer.

Additional Information

About Kentucky Wesleyan College

Kentucky Wesleyan College is a private, four-year liberal arts institution located in the vibrant city of Owensboro. A United Methodist-related college founded in 1858, Wesleyan is known for excellence in academics and a superior residential experience. Currently, 667 students from 23 states and 7 countries are enrolled.

Kentucky Wesleyan students can choose from 29 majors and 13 pre-professional programs. Classes have a 12-to-1 student-faculty ratio, and 88 percent of the faculty have a Ph.D. or

terminal degree. The College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate degrees.

A hallmark of the Kentucky Wesleyan experience includes “The Wesleyan Way,” beliefs which guide the entire college community:

- We do everything with honor.
- We always support each other.
- We will compete with integrity.
- We love each other in Christ.

The Kentucky Wesleyan Panthers compete in NCAA Division II and are members of the Great Midwest Athletic Conference. Athletic teams include baseball, basketball, cross country, football, golf, soccer, softball, tennis, track and field, volleyball, and wrestling.

Mission Statement

Kentucky Wesleyan College, in partnership with the United Methodist Church, fosters a liberal arts education that nourishes and prepares students intellectually, spiritually and physically to achieve success in life.

About Owensboro, KY

Kentucky Wesleyan College is located in the hospitable city of Owensboro, Kentucky, a vibrant, beautiful, and safe city on the Ohio River. Owensboro is small enough to promote a hometown atmosphere yet large enough to support many amenities usually available in much larger cities. Daviess County is home almost 100,000 residents and is easily accessible from metropolitan locations such as Louisville, KY; Nashville, TN; and St. Louis, MO.

Downtown Owensboro boasts the new Owensboro Convention Center, a 92,000 square foot multi-purpose facility; the RiverPark Center, a world class entertainment venue; the International Bluegrass Music Museum; and Smothers Park, a stunning waterfront masterpiece with a waterfall, unique playground, and fountains.

With more than 20 annual celebrations, including the International Bar-B-Q Festival, Owensboro is known as Kentucky’s Festival City. Owensboro also has received several awards recognizing various positive aspects of the city, including the Top 100 Best Small Cities in the Nation (2015), the Best-Performing Cities (2016), and the All-American City Award (2013).

Suggested Websites

Additional information about Kentucky Wesleyan College, the Panthers, and the Owensboro community may be found at:

- <https://www.kwc.edu/>
- <http://www.kwcpanthers.com/>
- <http://www.owensboro.org/>
- <http://edc.owensboro.com/>
- <http://www.owensboromls.com/>