



ST. CATHERINE  
UNIVERSITY

Invites Applications and Nominations for the  
Position of:

Senior Vice President of  
Human Resources,  
Equity, and Inclusion

Greenwood/Asher  
& ASSOCIATES, LLC

## The Opportunity

St. Catherine University (St. Kate's) is a Catholic University that invites nominations and applications for an accomplished and visionary leader to serve as senior vice president of human resources, equity, and inclusion (SVP HREI). The SVP HREI serves as a strategic and active member of the University's senior leadership team and reports directly to the president.

## About St. Catherine University

St. Catherine University (formerly the College of St. Catherine) was founded in St. Paul in 1905 by the Sisters of St. Joseph of Carondelet (CSJs), under the leadership of Mother Seraphine Ireland. The University's relationship with the CSJs continues to this day through a Covenant that nurtures and sustains this most important partnership and continues the positive relationship that has existed for more than a century.



St. Catherine University became a university on June 1, 2009. The change reflected St. Kate's transformation into the comprehensive institution it is today, with four schools (Nursing, Health Sciences, Business, and SHAS) and three colleges (College for Women, College for Adults, and Graduate College), and a vision to move from a regional presence to national and international pre-eminence. In the thirty years leading up to the change, enrollment more than doubled, from just over 2,000 students at the baccalaureate level, to nearly 4,000 students in programs ranging from associate to doctoral, with 83 majors. The University is classified as a Minority Serving Institution (MSI) and has the Carnegie Classification of Doctoral/Professional University.

Throughout the University's history, the fundamental platform on which St. Kate's was built —the mission, the heritage, and the reputation for academic excellence — remains.

### Students:

- > Fall Enrollment: 3,915
- > 1,322 graduate students
- > 1,538 College for Women
- > 562 College for Adults: Bachelor's
- > 493 College for Adults: Associates
- > 93.4% female (UG, G)
- > 6.6 % male (UG, G)
- > 29.4% Pell Grant (UG)
- > 32% First Gen (UG)
- > 34.3% BIPOC (UG, G)

### Faculty & Staff

- > 395 staff
- > 250 FT faculty
- > 218 PT faculty (including adjuncts)

### Accolades:

- > Alumni 52,000+ strong around the world
- > Ranked #41 in Top Performers on Social Mobility (National Universities)
- > Ranked #3 by bestcolleges.org as Best Colleges for Single Parents
- > Ranked #8 by registerdnursing.org as Best RN Program in Minnesota
- > Ranked #5 by online.org as 2020 Most Affordable Early Education Degrees Online

## Mission and Vision

St. Catherine University's mission is to educate women to lead and influence.



The University educates at all degree levels through valuing and integrating the liberal arts and professional education within the Catholic intellectual tradition, emphasizing scholarly inquiry and social justice teaching as lived by the Sisters of St. Joseph of Carondelet.

The University welcomes a rich diversity of students, with a baccalaureate college for women at the heart of the University, and graduate and adult colleges for women and men. Committed to excellence and opportunity, St. Catherine University develops leaders who act with integrity.

St. Kate's vision is to be respected globally for educating women who transform the world.

### **Women's Leadership, Liberal Arts, and Catholic Identity**

The three components of the St. Catherine mission — Women, Liberal Arts, and Catholic Identity — spring from St. Catherine's founders. In 1905, the CSJ's vision was an institution that educated women to "do all of which woman is capable and which will most benefit the dear neighbor." This vision continues to evolve as St. Catherine prepares a new generation of women to take their place as leaders in a world that needs them.

### **Inclusive Excellence**

Inspired by the founders, the Sisters of St. Joseph of Carondelet, St. Catherine University is committed to academic excellence and educating women to lead and influence in a community characterized by respect for human dignity, equity, and solidarity. The mission of the Sisters of St. Joseph of Carondelet, "love of God and the dear neighbor without distinction," impels us to respond to the most urgent needs of society. We do this through intellectual inquiry which results in transformative leadership for action.

For more information on St. Kate's inclusive excellence plan, please follow the link: [https://issuu.com/stcatherineuniversity/docs/inclusive\\_excellence\\_master\\_plan](https://issuu.com/stcatherineuniversity/docs/inclusive_excellence_master_plan)

## Values

### **Academic Excellence**

St. Kate embraces a culture of learning that drives the students, faculty, and staff to discover, acquire, and apply knowledge.

## **Community**

They welcome all without distinction in the spirit of the Sisters of St. Joseph of Carondelet.

## **Integrity**

The University demonstrates honesty and openness and build trust with all that we do.

## **Social Justice**

St. Kate creates an environment of equity, fairness, and respect, and we work for systemic change, so Earth and all people thrive.

## **Reflection**

The University contemplates all life experience and examine the mystery of human purpose.

## **The City of St. Paul**

St. Paul is a major education, health care, government, financial, and industrial center. Highly diversified manufacturers include automobiles, chemicals, computer products and software, tools, machinery, and medical equipment. Insurance, high-technology industries, food processing, oil refining, and convention business are also important. The city is the corporate headquarters of 3M (Minnesota Mining & Manufacturing Company). The Twin Cities region is a rail and trucking center and includes a major international airport on the southwestern corner of St. Paul. The Skyway, a system of enclosed, climate-controlled pedestrian walkways located at the second-floor level, connects various points in the downtown area.



The city's cultural institutions include the Science Museum of Minnesota, the Minnesota Museum of American Art, the Minnesota Transportation Museum, and a children's and a historical museum. The Ordway Center for the Performing Arts is the home of the Minnesota Opera and the renowned St. Paul Chamber Orchestra. Como Park on the city's northwest side has a conservatory and a zoo. The Xcel Energy Center (opened 2000) houses the Wild, Minnesota's professional ice hockey team. Mississippi National River and Recreation Area

(1988), which includes St. Paul's riverfront areas, is headquartered in the city. The annual St. Paul Winter Carnival features parades and other outdoor events and ice and snow sculptures.

## The Role of the Senior Vice President of Human Resources, Equity, and Inclusion

As a member of the senior leadership team, the SVP HREI will provide leadership in advancing faculty and staff success, develop policies and procedures, and design practices necessary to maintain a positive, supportive, and equitable working environment that attracts, develops, supports, and retains a high quality, high performing, and diverse workforce. This leader, in collaboration with the St. Catherine University community, will shape and lead the University's inclusive excellence strategy and outcomes, with the objective being finding, developing, and retaining the best talent that together creates a culture of inclusivity and transformation. This includes cultivating and implementing strategies related to talent management, talent pipeline and succession planning, manager/leader development, team effectiveness, and overall engagement.

The next SVP must be prepared to meet the challenges facing St. Kate's including the following:

- › Creating a workplace environment that meets the needs of our service to students while recognizing the employee desire for flexibility.
- › Creating a stronger partnership between faculty and administration in the midst of rapidly changing higher education systems and processes.
- › The complexity of societal change and rhetoric that causes fear and lack of trust in almost every organization including St. Kate's.
- › The impact of enrollment and revenue challenges on market competitiveness.

### Qualifications

The incumbent must have the ability to respond respectfully and effectively to people of all cultures, in a manner that affirms the worth and preserves the dignity of individuals, families, and communities.

### Education and Experience

The preferred candidate must have a master's degree in human resources or business administration or related field; and eight years of senior level experience over a comprehensive human resources function; or an equivalent combination of education, training, and experience. At least five years of higher education experience in human resources (HR) with at least three years of experience leading equity and inclusion work is also required.



## Required Knowledge and Skills

The preferred candidate will have knowledge and skills in three key areas: executive leadership; human resources; and equity and inclusion.

### Knowledge:

#### *Executive Leadership*

- › In-depth knowledge of the higher education sector and the changing business environment.
- › University-wide governance and faculty roles within that structure.
- › Experience working with diverse populations in a leadership role, including but not limited to race, ancestry, religion, sexual orientation, gender identity, socioeconomic status, and physical abilities.
- › Principles and practices of budget development and management.
- › Strategic planning and program assessment.

#### *Human Resources*

- › Principles and practices of all disciplines within contemporary human resources management.
- › Employment law compliance and regulations, related to state and federal laws, including but not limited to: ADA, FMLA, Title VII, Title IX, FLSA, EEO and Affirmative Action, etc.
- › Best practices in talent acquisition and management.
- › Developing total rewards strategies.



#### *Equity and Inclusion*

- › Demonstrated broad based knowledge, skills, and thorough understanding of trends and best practices in higher education around diversity, multicultural education, intersectionality, equity and inclusion issues and opportunities.
- › Demonstrated expertise in facilitating meaningful, often nuanced, and difficult conversations around diversity, equity, and inclusion with a wide range of stakeholders.
- › Techniques for dealing with a variety of individuals from various socioeconomic, ethnic, and cultural backgrounds.

### Skills:

#### *Executive Leadership*

- › Visionary, strategic thinker with the ability to simultaneously focus on tactical and operational issues in dealing with the complex issues facing higher education.
- › Working collaboratively in multi-leveled decision-making processes within a complex organization.
- › Ability to forge strong relationships, build rapport, and provide counsel and advice with colleagues at all levels of the organization, acting as a trusted advisor.
- › Strong leadership presence with the proven ability to influence and drive change.

- › Strong business acumen.
- › Ability to work on complex issues with multiple dependencies and stakeholders to drive consensus.
- › Effectively leveraging data analytics to measure performance and drive decision-making and results.
- › Leading collaborative enterprise-wide strategy and partner cross-functionally to achieve University goals with a wide range of constituencies and stakeholders.
- › Working with high-level confidential information and sensitivity to the need to maintain the integrity and confidentiality of this information.
- › Systems thinking and best-practice orientation to identify strategic opportunities to build support for change and innovation.
- › Effective communicator, listener, negotiator, problem solver, and team leader.
- › Excellent organizational, written, oral and interpersonal communication skills.



#### *Human Resources*

- › Ability to inspire a vision and successfully lead the strategic planning process for the HREI team.
- › Ability to analyze the effectiveness of HR systems and processes.
- › Delivering results accurately and on time.
- › Ability to conceptualize, develop, and administer core human resource functions.
- › Ability to analyze, organize, and meet deadlines on HR related projects.
- › Excellent organizational, written, oral and interpersonal communication skills.

#### *Equity and Inclusion*

- › Ability to cultivate a culture of belonging.
- › Valuing diversity in all of its forms so people can realize their individual strengths and potential; ability to coach staff to pursue stretch goals and resolve challenges; ability to empower staff to make large as well as small decisions needed in a nimble, transformative environment; ability to celebrate individual and team successes.
- › Modeling inclusive leadership.
- › Ability to craft, maintain, and analyze affirmative action plans.

#### **Additional Desired Qualifications:**

- › Experience developing, leading, and evaluating comprehensive education or training programs including those related to equity and inclusion issues.
- › SHRM-SCP or SPHR Certification

# Nomination and Application Process

## Salary

Salary will be competitive and commensurate with qualifications and experience.

## How to Apply

Greenwood/Asher & Associates, LLC. is assisting St. Catherine University in this search. To apply please submit a cover letter, CV, and list of five references to Greenwood/Asher & Associates. Submission of application materials as PDF attachments is strongly encouraged. The search will be conducted with a commitment of confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made.

### **Please direct confidential inquiries, nominations, and application materials to:**

Marion Frenche, Practice Leader, Diversity, Equity & Inclusion,  
Search Manager & Senior Executive Search Consultant  
Shelley Sullivan Feather, Senior Executive Search Consultant and  
Practice Leader, Library and Information Science

Email: [marionfrenche@greenwoodsearch.com](mailto:marionfrenche@greenwoodsearch.com)

E-mail: [shelleyfeather@greenwoodsearch.com](mailto:shelleyfeather@greenwoodsearch.com)



For more information on St. Catherine's University, please visit <https://www.stkate.edu/>

*St. Catherine University is an equal opportunity employer. Our commitment to inclusion reflects the central value of the Sisters of St. Joseph of Carondelet to "love of neighbor without distinction" and provides a learning and working environment that is enriched by the diversity of all our members. Individuals of religious, racial, ethnic, gender identity, nation of origin, or disability groups that have traditionally had less representation in higher education are encouraged to apply.*