



POSITION ANNOUNCEMENT

VICE PRESIDENT FOR RESEARCH AND POLICY ANALYSIS

COUNCIL FOR HIGHER EDUCATION ACCREDITATION/ INTERNATIONAL QUALITY GROUP

The Council for Higher Education Accreditation/International Quality Group (CHEA/CIQG), a private nonprofit national association based in Washington, DC, seeks candidates for the position of Vice President for Research and Policy Analysis. CHEA/CIQG provides coordination of accreditation throughout the United States as well as focusing on quality assurance internationally. CHEA also serves as an advocate to enhance academic quality in higher education through accreditation and quality assurance. It is an institutional membership organization of degree-granting colleges and universities and recognizes 60 U.S. institutional and programmatic accrediting organizations.

Responsibilities: Reporting to the President of CHEA/CIQG, the Vice President for Research and Policy Analysis will provide leadership for this new unit. Using the current CHEA/CIQG research and publication function as the foundation, the Vice President will develop and implement a comprehensive research program consistent with CHEA/CIQG goals and strategic thinking in relation to the major organizational functions of government affairs, recognition of accrediting organizations and international quality assurance. The position includes developing cooperative research efforts with colleague higher education associations, accrediting organizations, higher education think tanks, university programs in higher education and international quality assurance colleagues. The Vice President is also responsible for assuring the publication of CHEA/CIQG research to institutional members, the accrediting community and the public as well as fundraising to provide financial support for research and policy analysis efforts.

Qualifications: Candidates are to have a history of highly successful experience in research and policy analysis as well as outstanding organizational and management skills. They will have significant experience in quality assurance and exceptional writing and editing skills as well as displaying a capacity for responsible, thoughtful and visionary leadership for this new undertaking. Experience in successful grant writing and the ability to assume full responsibility for a single-person organizational unit while working effectively within a small organization are essential. An earned master's degree or higher is required for the position.

Applications: Review of applicant materials begins immediately and will continue until the position is filled. Information about CHEA/CIQG is available on the home page of the Website at www.chea.org. Salary is commensurate with background and experience. The position is available July 1, 2018.

Applicants should submit a letter of interest, resume, salary requirements, a short writing sample illustrating the requirements and qualifications noted above and three to five professional references with current contact information. One reference must be from a current or prior supervisor.

Please submit applications by email to abbott@chea.org or by mail to the address below, Attn: Vice President for Research and Policy Analysis. Only applications that include all materials noted above will be considered. All inquiries and applications will be treated as confidential.

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