History:

On March 7, 1966, in accordance with provisions of Public Act 188 of the Michigan Public Acts of 1955, Kirtland Community College was created by a vote of the electorate from six local K-12 school districts:

- Crawford-AuSable
- Fairview Area
- Gerrish-Higgins (now known as Roscommon Area Public Schools)
- Houghton Lake
- Mio-AuSable
- West Branch-Rose City

Accreditation:

Kirtland Community College is accredited by the Michigan Commission on College Accreditation and the Higher Learning Commission at 230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1411. The Higher Learning Commission (HLC) is an independent corporation that was founded in 1895 as one of six regional institutional accreditors in the United States. HLC accredits degree-granting post-secondary educational institutions in the North Central region. The college also holds membership in the Michigan Community College Association, American Association of Community Colleges, and the Association of Community College Trustees. The Higher Learning Commission granted Kirtland Community College status as a candidate for accreditation in 1972, and the college has been accredited as an associate degree-granting institution since 1975. To find out more, click here.
Kirtland Community College in Grayling, Michigan:

The Kirtland Grayling site is the college’s central campus and is our state-of-the-art training center for all of our Health Sciences programs, Cosmetology, and Wood Science Technology. This location also offers a full-range of general education and pre-requisite courses for business, transfer pathways, professional trades programs and more.

Programs offered in Grayling:
- Accounting
- Art
- Automotive Technology
- Business and Entrepreneurship
- Cardiac Sonography
- CNC Machinist
- Computer Technology
- Corrections Officer
- Cosmetology
- Criminal Justice
- Cybersecurity
- Esthetician
- Information Technology
- Medical Billing and Coding
- Medical Assistant
- Nursing (ADN, LPN to ADN)
- Phlebotomy Technician Course
- Police Academy
- Skilled Trades (AAS and Certificate of Completion)
- Surgical Technology
- Wood Science Technology

Kirtland Community College in Gaylord, Michigan:

The Kirtland Gaylord site is a high-tech facility designed to deliver industry-current technical education in a unique, flexible and professional manner.

Programs offered in Gaylord:
- Automation and Process Control
- Electrician
- Heating/Ventilation/AC/Refrigeration
- Industrial Automation And Controls Technology
- Welding and Fabricating

Kirtland Community College also offers a variety of programs online as well, including: Accounting, Business Administration, Computer Information Systems, Cybersecurity, and Entrepreneurship. The University Center offers academic partnerships, academic and certification testing, classroom and business meeting rental space. As a millage owned facility, the computer lab is open to the public.
Mission:
To provide innovative educational opportunities to enhance student lives and build stronger communities.

Vision:
Kirtland will be the first choice for learner-centered education guiding students and communities toward success.

Values:

Excellence: Expectation that all college activities are conducted with attention to quality and the highest levels of academic and professional standards.

Inclusiveness: Conducting the activities of the college in a manner that inspires tolerance and welcomes diversity of people and thought.

Innovation: Addressing challenges and issues from multiple perspectives to solve problems and advance college processes and knowledge. Supporting progressive and meaningful research, creative activity and teaching.

Reflection: Evaluating processes and assessing success through honest conversation and the use of data.

Character: Steadfast adherence to the principles of integrity, honesty, reliability, transparency and accountability.

Respect: Respect for the rights, differences and dignity of others and their contribution to the overall success of the college.

Purposes:
To accomplish the mission, Kirtland:
1. Provides occupational programs that educate learners for the current and future workforce.
2. Provides transfer courses and programs that encourage learners to continue education at other colleges and universities.
3. Offers non-credit community and cultural education that enhance the lives of citizens.
4. Offers education to the incumbent workforce thereby supporting community economic development.
5. Provides supportive services that mentor learners to become successful while enrolled in courses.
6. Provides student activities that encourage the development of community service and leadership skills.
7. Facilitates collaborations with other colleges and schools that enhance the educational services in Kirtland’s service area leading to a better educated citizenry.
8. Encourages innovation among employees and community members for the benefit of Kirtland and its communities.
Opportunity Overview

Leadership

The next President of Kirtland Community College is described as being authentic, visible, approachable, easy to talk with, and transparent. This has been the culture at Kirtland and there is a desire by college stakeholders to continue this tradition within this small, rural college. Given the size and culture at Kirtland, a President who is hands on with boots on the ground will be most successful. In addition, this President will have strong social skills who has a vision for the future that is proactive and will keep Kirtland ahead of the curve with technology and simulation, already very strong components of the college. Staff and faculty are proud of their college and want to maintain the internal unity that is apparent on campus.

Kirtland is a financially sound college. This President will have the knowledge and skills to understand the budget and to ensure the healthy financial strategy of the institution is upheld, including management and promotion of its event center and athletic programs. Additionally, knowledge of leading the efforts for a millage campaign will be important as Kirtland will be asking voters to pass a millage in the very near future.

Kirtland is and will continue to be a primary source for training and retraining the workforce for the region. This President must have a strong understanding of academic and occupational program development, assessment, and accreditation in order to continue the college’s success in innovative academic programming.

Student Focus

The next President will understand that meeting students where they are is tradition at Kirtland. This leader will continue to emphasize the need for support services and promote the community college experience, including participation in athletic programs and other student clubs and organizations that help all students thrive. The focus and care of students is obvious in the actions of faculty and staff. This President must have the same passion for seeing students succeed.

External Partnerships

The next President will have the communication and interpersonal skills to tell Kirtland’s story and even further strengthen relationships with business and industry, government officials, and school districts in their rural area. Kirtland has been financially creative with grants and donor relationships in order to bring state-of-the-art technology to the college. This is an important skill the next President must also possess in order to keep Kirtland as a leader in education for the region.

The next President will maintain effective relationships and partnerships with community and potential institutions to strategically position Kirtland at the forefront among responsible, progressive providers of academic and community services through the development of a strategic and operating plan that addresses identified needs and opportunities and integrates mission, business, and finance considerations. Lastly, this President will have experience bringing additional events to the college thus creating an environment where the community is welcomed on campus.
Overview:
The President is the chief executive, administrative and education officer of Kirtland Community College and derives authority from and is accountable to the Kirtland Community College Board of Trustees. The President’s primary responsibility is to provide vision and strategic direction for the College; act as the College’s principal contact with the community, government, education, and business leaders; and provide leadership and direction for the planning and operating of all aspects of the College’s programs and services in conformity with Board policies, the Higher Learning Commission, and Federal and State laws and regulations.

Primary Duties and Responsibilities:

1. Demonstrates a culture of innovation, quality, and empathy to all stakeholders.
2. Develop and implement a comprehensive strategic plan which is responsive to the needs of the College and its taxing district.
3. Develop, maintain, and evaluate the college’s academic and occupational programs, processes, and services and create a climate that enhances student learning.
4. Provide leadership in gathering, analyzing, and using data to make decisions that will implement the College’s strategic direction.
5. Develop and maintain an appropriate administrative organization to ensure effective and efficient management of the College and its resources.
6. Recommend policies for Board action and implement those policies adopted by the Board.
7. Oversee an efficient process to recruit, maintain, compensate, evaluate, and develop the College’s human resources.
8. Prepare, recommend, and administer the annual operating, auxiliary, and capital budgets as approved by the Board of Trustees.
9. Maintain effective and efficient internal and external communications to the Board of Trustees, College personnel, and community stakeholders.
10. Represent the College to the general public.
11. Oversee the preparation and submission of all reports required by State and National agencies.
12. Represent and actively participate in appropriate local, State, and national efforts to promote the interests of community colleges.
13. Manage the operational affairs of the Board of Trustees, including being its professional advisor by analyzing implications of proposed actions and making recommendations, handling agendas, minutes, policies, and other necessary records.
14. Represent the College interests as a non-voting Kirtland Community College Foundation member.
15. Provides input into the marketing and advertising of instructional programs and courses.
16. Delegate powers and duties to appropriate staff members and committees as the President deems appropriate for the administration of the College.
17. Assume all other reasonable professional duties and responsibilities as assigned or delegated by the Board of Trustees.

Minimum Qualifications:
- Earned Doctorate degree from an accredited institution of higher education is preferred. Master’s degree is required.

Knowledge, Skills, and Abilities:
- Technology, multimedia, and distance education experience, including practical working knowledge of online courseware and systems.
- Demonstrated ability to work cooperatively and collaboratively with college faculty, staff, administration, various state and local agencies, and governing boards.
- Ability to effectively communicate orally and in writing with diverse audiences in a professional manner.
- Ability to think strategically as it relates to gathering information on how external and internal forces will impact the college and providing plans to position the college within its markets.
- An understanding of and commitment to the comprehensive community college, with an appreciation of liberal and fine arts, occupational programs, and the unique needs of the non-traditional student.
- A proven track record of successful performance characterized by a vision for innovation and progress and the ability to articulate and implement that vision.
- An understanding of business and management and other principles is required to properly manage the financial and physical resources of the college.
Apply online at www.paulygroup.com and click on “Apply Now” for Kirtland Community College, President.

Attach the following three items: A cover letter that addresses the qualities sought in the next President listed in the Opportunity Overview on page 5 of this profile, a current resume; and a list of references’ names and contact information.

Please direct all confidential inquiries and nominations to the College’s search consultant.

Dr. Angela Provart
President
Pauly Group Inc.
3901 Wood Duck Dr. Suite E, Springfield, IL 62711
Phone: 217-241-5400 Fax: 217-241-5401
Email: aprovant@paulygroup.com

The committee will begin review of applications immediately. Applications will be accepted until the position is filled, with materials submitted by Monday, October 9, 2023 receiving priority consideration. All applications are confidential and references will not be contacted without the expressed authorization of the applicant.

It is the policy of Kirtland Community College that no person shall, on the basis of race, color, religion, national origin or ancestry, age, sex, disability, physical proportions, sexual orientation, marital status, or genetic information be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service, or in employment.