

Position: Vice President for Institutional Effectiveness

The Institute for the Psychological Sciences invites applications for the full-time position of Vice President for Institutional Effectiveness beginning Fall 2010.

The Institute is a free-standing, professional school offering the M.S. and Psy.D. degrees in clinical psychology. The Institute is committed to the fruitful integration of sound science and effective practice in psychology with a Catholic perspective on the nature of the person, marriage, family, and the moral life.

Essential Qualifications and Responsibilities

We are looking for a candidate with a master's degree in a research-related field, with a minimum of 5 years experience in institutional assessment, planning, and research in a higher education setting. This position will require active participation in the Institute's planning and resource allocation process through which the expected outcomes for the educational programs and administrative support services are assessed, and evidence of improvement is documented.

This position requires extensive knowledge of the accreditation process and the individual will be the liaison with accreditation and other regulatory agencies, and is responsible for coordinating and assuring the preparation and review of reports submitted to federal, state, and local government and other external agencies.

Applicants must have demonstrated experience in database management, and excellent written and oral communications skills are required. Extensive knowledge of the accreditation process and successful experience assisting higher educational institutions with the accreditation process, specifically the Southern Association of Colleges and Schools Commission on Colleges, is essential for this position. Rank of appointment and salary will be commensurate with qualifications.

Applications are currently being reviewed and will be accepted until the position is filled. Send letter of interest and curriculum vita to hr@ipsciences.edu or contact:

Attn. Human Resources Dept.
2001 Jefferson Davis Highway
Suite 511
Arlington, VA 22202

IPS is an Equal Opportunity Employer.

Website: www.ipsciences.edu