



President
Position Profile

Casper College

<https://www.caspercollege.edu>


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College Overview

Casper College is a public, tax-supported, two-year educational institution accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Board of trustees members are elected by Natrona County voters to serve four-year terms governing the Casper Community College District.

Casper College started as Wyoming's first community college in 1945. Now in its 79th year, the college has grown to be one of the largest and most comprehensive community colleges in the region. Over 4,000 students from Wyoming, the United States and beyond attend Casper College for the more than 130 academic transfer and technical and career programs.

A complete list of programs is available [here](#).

The college also offers further educational opportunities through [continuing and community education](#), [adult learning and high school equivalency](#), and [workforce training](#). Our continuing education course catalog for 2024 can be viewed [here](#). The campus is home to the University of Wyoming at Casper, offering bachelor's, master's, and doctoral degree options locally, and the University of North Dakota School of Medicine & Health Sciences doctoral program in occupational therapy.

Located in Casper, Wyoming, the campus consists of 28 buildings on more than 200 acres. The grounds are distinctive, with terraces that surround the modern buildings. Casper sits at the convergence of five historic western trails along the banks of the North Platte River and the backdrop of Casper Mountain. The community of just over 58,000 people offers a wide range of entertainment, shopping, and recreation. It is served by an international airport with connections in Denver and Salt Lake City.

Fast Facts:

1945

Established as Wyoming's first junior college

4730

Student enrollment for 2023-2024 school year

14:1

Student-to-faculty ratio

11.6

Average class size

8

Universities offer advanced degrees on campus through our university partnership programs

187+

Scholarship funds

\$4.6 million

Scholarships awarded for the 2022-2023 school year

\$13.9 million

Total financial aid awarded for the 2022-2023 school year



Vision:

Casper College strives to provide an education for a lifetime that will prepare individuals to thrive and adapt in an ever-changing world.

Mission:

Casper College is a public, comprehensive two-year institution with a primary focus on student success that provides learning opportunities to enrich the lives of our students and community.

Values:

In support of our college and community mission, Casper College holds the following core values:

- Integrity – Hard work, accountability, trust, open communication, and respect
- People – Growth, support, personal development, and positive relationships
- Diversity – Thought, culture, and experience
- Forward Thinking – Intentional, innovative, and sustainable planning in the pursuit of excellence
- Community – Partnership and service

Goals:

Student Enrollment, Retention, and Success

We are focused on empowering students to achieve their personal and professional goals at any stage of life.

1. Maintain and increase enrollment.
2. Increase student retention.
3. Increase student completions.
4. Demonstrate positive outcomes of a Casper College education.

Program Development and Innovation

We are committed to demonstrating the value of Casper College by ensuring our programs are accessible, relevant, and responsive to the evolving needs of our students, communities, and the global workforce.

1. Ensure academic program relevancy.
2. Develop and evolve programs to continue our role as a comprehensive community college.
3. Enhance experiential learning opportunities for students.

Community Outreach and Educational Partnerships

We aim to partner with our community in serving the comprehensive educational needs for individuals, companies, and government.

1. Promote Casper College in our larger community.
2. Pursue opportunities for expanded college advocacy and outreach.
3. Enhance our partnership with Natrona County School District.

Employee Engagement

We aim to cultivate a workplace that is not only rewarding but also inspirational where employees feel valued, supported, and motivated to excel in their roles.

1. Recruit talented employees.
2. Retain talented employees.
3. Cultivate an environment for continuous learning and growth for employees.

To view Casper College's strategic plan, click [here](#).

To view Casper College's master plan, click [here](#).



Students First



A culture that puts students first is a dynamic and nurturing educational environment characterized by a holistic commitment to fostering the growth and well-being of every learner. Rooted in a foundation of empathy and support, it is a community where the collective focus is on maximizing the potential of each student. This ethos manifests through engaged, experiential teaching, consistent and productive communication, and an unwavering dedication to being helpful and supportive.

A "Students First" culture puts people above process, encouraging a sense of community and belonging. At Casper College, education is not merely a transaction; it's an ongoing, engaging, and passionate dialogue between educators, staff, students, and their families. This approach goes beyond the expected, providing empowering experiences that encompass the entirety of a student's life, ensuring they feel connected, engaged, and present in their learning journey.

Moreover, a "Students First" culture prioritizes constant improvement, ensuring that the support offered is always evolving to meet the changing needs of students. It is a culture where a passion for learning, connection, and self-reflection informs our interactions with one another and our discussions on supportive, enriching, and transformative educational experiences. Ultimately, a "Students First" approach means giving more than what students expect and fostering an innovative and communicative community where every individual is seen, heard, and valued.



Values and Behaviors

The committee aligned the "Students First" initiative with the values of Casper College and the desired behaviors of a student first organization.

Forward Thinking

- I choose to be a spark for creating, innovating, and igniting others.
- I accept my own and others' limitations and am willing to ask for help or offer it.
- I seek feedback to move the college forward and am open to new ways of doing things.
- I share and listen to ideas and solutions, even if they are outside of the box.
- I take risks and work through discomfort to benefit innovative thinking and support others.

Diversity

- I seek opportunities to expand my knowledge and to support and celebrate diversity.
- I respect others' thoughts, beliefs, actions, and choices, even if they are different from my own or I respect perspectives and experiences that are different from my own.
- I choose curiosity over judgment.
- I accept people for who they are as individuals.

People

- I honor healthy boundaries for myself and others.
- I support and celebrate the successes of myself and others.
- I observe, reflect, and seek accurate information without judgment.
- I build intentional, healthy relationships and professional rapport.
- I welcome the humanity of people and create a community where others are heard, understood, supported, appreciated, and empowered to grow.
- I practice vulnerability for growth.

Integrity

- I assume positive intent in my interactions and strive for clear, consistent communication.
- I take accountability for my actions and demonstrate humility by acknowledging my mistakes.
- I respect the communication process by listening to others and responding calmly and professionally.
- I maintain my principles and those of Casper College by working in an honest and ethical manner.
- I choose to have difficult conversations with my colleagues instead of talking negatively about them to others.

Community

- I collaborate across campus.
- I foster community partnerships and connections within Casper College and the Casper community.
- I make time for my colleagues.
- I attend events to support, learn, and connect with colleagues across campus.
- I inform the campus about happenings in my area.



About the Area

Casper is where big city amenities meet small town friendliness and outdoor adventures await you. There's something at Casper College for everyone.

Casper sits on the North Platte River and rests at the base of Casper Mountain. There is plenty of scenery, outdoor activities, and wildlife to capture your imagination here in central Wyoming.

Want a little "city" in your life? No problem. Casper is central Wyoming's destination for shopping, restaurants, museums, and entertainment. Enjoy a concert at the 9,000+ seat Ford Wyoming Center, get some time on the ice at the Casper Ice Arena, or bring out your creative side at the Nicolaysen Art Museum. Enjoy delectable foods at one of Casper's many unique and trendy restaurants and top off your evening with a movie at one of the 18 movie screens in Casper.

To find out more about Casper and the area, go to [Visit Casper](#) and [Choose Casper](#).

What should we do this weekend?

- Bike
- Cross-country ski
- Dine out
- Attend a festival
- Fish
- Take in a gallery
- Hike the trails
- Go hunting
- Check out a museum
- Go to a concert
- See a play
- Have a picnic at a park
- Raft or kayak
- Rock climb
- Enjoy a rodeo
- Shop
- Ski
- Snowboard
- Snowshoe
- Swim

Want to get away for the weekend?

Catch a flight home or to your favorite destination through Natrona County International Airport. Casper is centrally located making it the ideal location in the state for weekend adventures around the region.



Student Success Initiatives

Casper College has a strong tradition of supporting students and the Board of Trustees has recently recommitted to that philosophy by adopting a new Students First initiative. The college offers rich student life experiences with a strong international program as well as several clubs and organizations, athletic events, and residential life activities. Casper College is often praised for the support offered to students outside the classroom, particularly the health, tutoring, and mental health support readily available to students.

The next President of Casper College will have the same if not more of a commitment to seeing students retained and succeed. In addition, the President will recognize the unique needs many of Casper College's students bring to the college and advocate for all students and their needs.

Community Outreach and Relationship Building

Casper College has a 78-year tradition of excellence. Because of this history, Natrona County and the State of Wyoming have a strong sense of pride in the college. Well known for their state-of-the-art museums, nationally accredited programs, transfer and technical and career programs, Casper College adds a tremendous amount of value to the community. Support for the college is evidenced by the success of the Foundation and the uniquely active Alumni Association.

The next President of Casper College will have a strong ability to build and maintain relationships within the college and externally with community leaders, business and industry, and political leaders. In addition, the President will be able to build partnerships with k-12 and BOCES that will lead to an increased presence in the area schools as well as mentorship and outreach to Casper youth.

The Casper College President will understand Wyoming, or similar states, and rural, isolated communities. This President will be willing to learn about the community, actively engage with the local leaders, and serve on local boards.



Interpersonal and Communication Skills

The next President of Casper College will be routinely seen at student, employee, and local events. While out and about in the community, this President will have the ability to tell the story of Casper College and its students and advocate for higher education being the path to bettering the community.

The President will have the ability to disagree cordially and value other opinions while hearing alternative ideas. This person should be current on national trends, but leading in such a way that the college is focused on initiatives that best fit the needs of the college. Building on morale and inspiring faculty and staff as well as breaking down silos are also highly sought after traits. While being inspiring, the President will hold employees accountable and have the courage to push boundaries that result in change.

Other descriptors of the successful President include the following:

- Visible
- Approachable
- Open Minded
- Flexible
- Adaptable
- Humble
- Kind
- Inclusive

Leadership/Academic Innovation

The next President of Casper College will have strength of character to willingly share ideas, listen to others, and value the tradition of Casper College and the local community. The President will build and maintain trust and relationships to guide the college through change that results in higher employee retention and satisfaction as well as increased student enrollment due to academic programming and course scheduling.

The University of Wyoming has a large presence on the Casper College campus and further developing relationships with UW is important to the success of the college. The next President will develop strategies to assess the feasibility of developing baccalaureate programs which align with local workforce needs. This process would recognize the complimentary relationship between Casper College and the University of Wyoming and their shared mission of providing relevant educational opportunities.

The service area has a strong desire for life-long learning and Casper College has been at the heart of providing this for the community. The next President will have a sense of curiosity that leads to life-long learning. Lastly, the President will have the ability to keep academic and success programs strong despite living in a boom-and-bust economy.



Summary:

The President of the College is the chief executive, administrative, and education officer of the Casper College Community District and derives authority from, and is responsible to, the Casper College Board of Trustees. The President's primary responsibility is to provide strategic vision for the College and continuous leadership and direction for the planning and operation of all aspects of the College's programs and services in conformity with Board policies.

Essential Functions:

1. Carry out the policies of the Board in conformance with the Board's Rules and Regulations, the Wyoming Community College Commission's Rules and Regulations, and the statutes of the State of Wyoming;
2. Evaluate the effectiveness and make recommendations on new or modified Board policies related to organization, finance, direction, physical plant, long range planning, and other functions of Casper College and within the mission of the college;
3. Facilitate the implementation of the College's Strategic Plan, the College's Master Plan, and coordinate other planning efforts of the College to ensure connection and coordination between and amongst plans;
4. Research and maintain familiarity with the requirements for Casper College to engage in new construction, capital improvements, land planning and real estate acquisition and recommend these needs to the Board and, as necessary, to the Commission.
5. Ensure the College acquires and maintains institutional, and required program-level accreditation by the appropriate accrediting bodies;
6. Plan, maintain, and review the educational programs on a continuing basis and effect changes that will improve the quality and scope of services offered, and enhance student success;
7. Prepare and provide data to the Board that continually provides insight into student enrollment trends, academic program trends, and community education needs.
8. Engage and foster relationships with Casper College constituencies in the community including but not limited to the school district, large county employers, civic and governmental leaders, legislators, and CC alumni in order to better champion the College's mission as a strategic community partner.
9. Appoint, remove, discipline and supervise all employees of the College in a manner consistent with the Board's Human Resources policies and all applicable state and federal laws and regulations;
10. Prepare and submit a recommended annual College budget for the Board's review and approval and properly administer the budget as adopted by the Board;
11. Keep the Board advised of the financial condition and needs of the College through the use of data;
12. Act as the purchasing agent for the College and authorize, execute and administer contracts in the name of and on behalf of the Board; at the Board's discretion, and as permissible under Wyoming State statutes.
13. Subject to the approval of the Board, conduct all aspects of real property transactions on behalf of the College;
14. Maintain open communications with the Board and for keeping the Board informed as to all matters pertinent to the governance of the College;
15. Promote and sustain a healthy institutional climate of mutual respect and high standards of performance for all faculty and staff in achieving high levels of student success;
16. Model and sustain effective leadership practices which enhance achievement of the goals of the institution;
17. Represent the Board and College in a professional and supportive manner to the public and the media;
18. Serve as the College's chief advocate before coordinating, regulatory, and legislative agencies;
19. Actively participate in various state, regional, and national associations that promote community colleges and higher education to enhance networking opportunities and provide ongoing professional and leadership development.
20. Perform other duties as outlined in the Board of Trustees policy bylaws and as may be required by the Board.

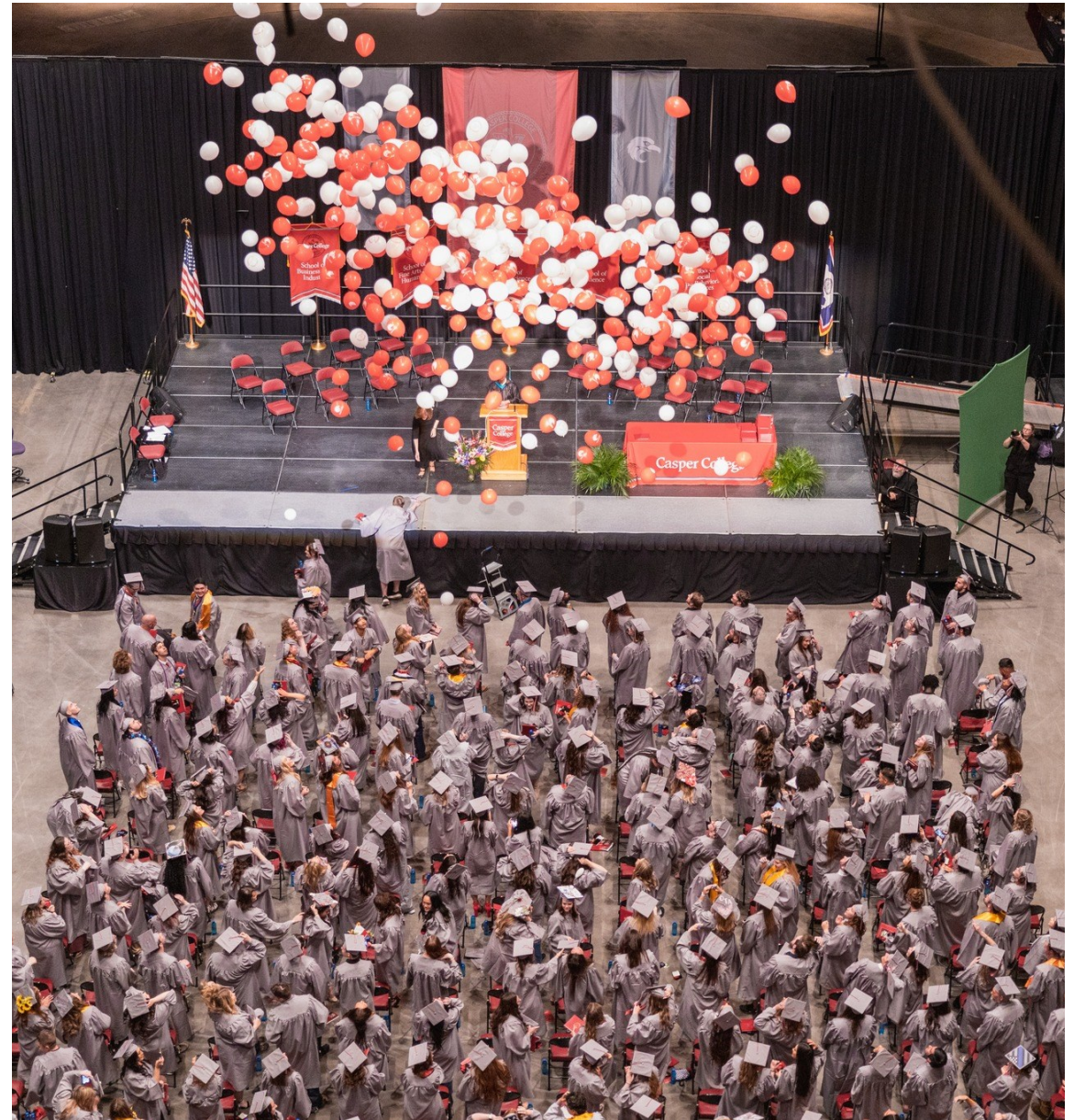


Minimum Qualifications:

- Master's Degree from an accredited institution
- Six (6) years of successful and consistent administrative leadership experience in higher education; with at least three (3) of those years being at the executive level
- Successful record of promoting, building and working effectively with partnerships and coalitions of various groups of people
- Demonstrated management skills in supporting:
 - resource development/foundation
 - financial management
 - team building
 - strategic and campus master planning
 - technology
- Demonstrated successful educational leadership experiences in program development, evaluation, assessment, accountability, and professional development
- Effective interpersonal and communication skills

Desired Qualifications:

- Doctorate or terminal degree from an accredited institution
- Community college experience
- Teaching experience in higher education



Application Process

Apply online at <https://paulgroup.com/positions/?apply-president&show=applynow> and click on "Apply Now" for Casper College, President.

Attach the following three items: A cover letter that addresses the topics listed in the Leadership Opportunity on pages seven and eight and the Minimum and Desired Qualifications on page 10 of this profile, a current resumé, a list of three professional 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
Email: aprovart@paulgroup.com

The committee will begin review of applications immediately. Applications will be accepted until the position is filled, with materials submitted by **Monday, February 3rd, 2025** receiving priority consideration. All applications are confidential and references will not be contacted without the expressed authorization of the applicant.

Casper College is an equal opportunity institution and as such, does not discriminate on the basis of race, sex, color, national origin, religion, age, veteran status, political affiliation, disability, sexual orientation, gender identity, or any other characteristic protected under applicable federal, state, or local law in admission or access to or treatment or employment in its educational programs or activities. Direct inquiries or complaints concerning Title IV, Title IX, and Section 504 to Linda Toohey, vice president for student services, at 125 College Dr., Casper, WY 82601, 307-268-2667, or linda.toohey@caspercollege.edu, or the U.S. Department of Education, Office for Civil Rights, 1244 Speer Blvd., Ste. 310, Denver, CO 80204-3582, 303-844-5695 or TDD 303-844-3417.

