



WAYLAND[®]
BAPTIST UNIVERSITY



**VICE PRESIDENT OF FINANCE AND ADMINISTRATION
AND CHIEF FINANCIAL OFFICER**

ABOUT WAYLAND BAPTIST UNIVERSITY

Established in 1908 by pioneering physician Dr. James Henry Wayland, Wayland Baptist University is a private four-year institution dedicated to providing an innovative education informed by a Christian worldview. Its commitment to a transformative environment of faith and learning is affirmed in its Mission - to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind – and Core Values, which include:

- a commitment to student learning
- Christian distinctiveness and Baptist heritage
- integrity, diversity, trust and respect
- excellence, innovation and adaptability
- service to its communities
- personal, professional and spiritual development
- stewardship of its resources
- planning and accountability
- environmental responsibility



Wayland's home campus is located on the High Plains of West Texas in Plainview, with extension campuses operating in Lubbock, Amarillo, Wichita Falls and San Antonio, Texas; Phoenix and Sierra Vista, Arizona.; Anchorage and Fairbanks, Alaska; and Mililani, Hawaii. It is the fourth-largest Southern Baptist university in the United States, and the oldest institution of higher education in continuous existence on the High Plains of Texas.

Approximately 1,100 students are enrolled at Wayland's 80-acre Plainview campus, with nearly 4,000 total enrollees among all campuses. Students can choose from more than 65 programs of study at the bachelor's, master's and doctoral levels among eight academic schools: School of Behavioral and Social Sciences; School of Business; School of Christian Studies; Don A. Williams School of Education; School of Humanities and Leadership; Kenneth L. Mattox School of Mathematics & Sciences; School of Nursing and School of Creative Arts. The University also offers full degree programs online, as well as pre-professional programs.

As a leading Christian university, Wayland Baptist offers an education where faith and learning intersect. Teaching from

a biblical worldview, Wayland faculty and staff are professing Christians committed to providing a positive, safe environment where students can be challenged and grow in their faith. The student-faculty ratio is 18:1.

Dr. Donna Hedgepath became the first female president in Wayland history on July 1, 2024. Dr. Hedgepath, who most recently served as Provost and Vice President of Academic Affairs at Campbellsville University in Campbellsville, Kentucky, has an outstanding list of credentials including leading the development of 23 new undergraduate and graduate degree programs, three new academic minor programs and nine trade certification programs at her alma mater.



She also supervised 10 external campus locations, ranging from rural areas to Los Angeles, California, plus an international location in Canada, and has experience supervising a nursing school.

As a Christian university, spiritual growth is at the core of the Wayland experience. There are a number of on-campus groups where students can experience faith and strengthen their relationship with God. The Office of Spiritual Life is devoted to revealing the glory of God and His kingdom (proclamation, evangelism, worship); enjoying and embodying the love of Christ (character, lifestyle, outreach, service); and nurturing missional living

(calling, gifts, leadership, reconciliation) in students, staff and faculty.

Numerous other special groups, student organizations and performance ensembles enrich the student life experience as well.

Athletically, Wayland competes in the NAIA Division I as a member of the Sooner Athletic Conference and the Central States Football League. It offers 19 intercollegiate teams for men and women; is the first Texas university to offer men's and women's wrestling; and has experienced unparalleled success in track and boasts a Naismith Memorial Basketball Hall of Fame enshrined women's basketball team. Intramural athletics are also available to students.

Wayland Baptist University was named a Military Friendly® School for the 2022-23 academic year due to its commitment to meeting the needs of military and veteran students. It is affiliated with the Baptist General Convention of Texas; accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award degrees at the associates, baccalaureate and master's levels; and accredited by the Texas Education Agency for teacher certification and veteran's training.



For more information visit wbu.edu

ABOUT THE POSITION

Wayland Baptist University invites applications and nominations for the position of **Vice President of Finance and Administration and Chief Financial Officer (VPFA/CFO)** beginning **January 2025**.

A member of the President's Cabinet, the Vice President of Finance and Administration and Chief Financial Officer (VPFA/CFO) strategically oversees and manages the University's financial, human, facilities and business resources. The VPFA/CFO is responsible for providing ethical leadership, management and general oversight for all matters related to the four areas, including ensuring compliance with all regulatory and reporting requirements, implementing process improvements and delivering best-in-class administrative services.



SPECIFIC FUNCTIONS AND RESPONSIBILITIES

Prospective candidates should have a record of successful and innovative leadership experience in higher education. The VPFA/CFO will be a proactive, visionary leader and a creative thinker who provides guidance and support necessary to complete the requirements in the following areas:

Governance

- Act as administrative liaison to the Board of Trustees' Audit, Finance, Investment and Facilities Committees
- Collaborate with the President's Cabinet to provide leadership to the University's strategic planning process
- Collaborate with the leadership team and subject-matter experts to update out-of-date and/or write new policies
- Maintain the official repository for all University legal and financial contracts



Finance and Planning

- Provide financial expertise and related reports to the President's Cabinet, the leadership team and trustees
- Manage all financial operations of the University and prepare/provide all required financial reports and statements
- Collaboratively develop long-term resource allocation plans and annual budgets
- Manage/steward the University's cash, investments, debt portfolios, endowments and restricted contributions
- Collaborate with the VP of Enrollment and the Senior Director of Financial Aid to strategically allocate and award federal, state and institutional financial aid to maximize enrollments



Human Resources

- Oversee delivery of all personnel functions

Facilities, Operations and Business Services

- Oversee management of campus facilities, including the retail stores for Plainview and the external campuses, and mail services and receiving at the Plainview campus
- Establish a clear, efficient and sound procure-to-pay process



QUALIFICATIONS

Education

- Bachelor's Degree in Finance, Accounting or Business required
- Master's Degree or CPA required

Experience and Knowledge

- Demonstrated success managing finances, personnel and facility resources in a higher education setting
- A thorough understanding of not-for-profit accounting, including financial reporting, endowments, contributions, restrictions and reporting
- Knowledge of regulatory requirements promulgated by federal and state agencies, e.g., Department of Education, Department of Labor, IRS, Veterans Affairs, Department of Homeland Security



Skills and Abilities

- Strong attention to detail
- Strong analytical and problem solving skills, ability to work cooperatively with colleagues and staff at all levels, and history of personal and professional integrity
- Exhibit initiative, perseverance and great judgement
- Demonstrate the highest standards of conduct, appearance and attitude
- Possess excellent verbal and written communication skills
- Have strong computer skills and expertise in Excel, Word, data analysis and systems operations
- Be honest, reliable and accurate
- Commit to Christian higher education in general and the purpose and philosophy of higher education as promoted by the Baptist General Convention of Texas and of Wayland Baptist University





ABOUT PLAINVIEW, TEXAS

Wayland's home **campus is located in Plainview, Texas**, a small, tight-knit community of about 23,000 located on the High Plains of West Texas on the southern edge of the Texas Panhandle.

Plainview's long, rich history began when it was settled by pioneers in the early 19th century. Agriculture has been the backbone of its economy, which today has grown and diversified to include manufacturing, healthcare and education, as well as a thriving business community. The presence of Wayland Baptist University provides college-town influences, adding to the town's cultural scene.

Living in Plainview **offers a peaceful, friendly living experience, combining the caring spirit and low cost of living of a small town with the thriving industrial base of a larger city.**

The town hosts various community events and festivals that celebrate Plainview's agricultural heritage and community spirit. A vibrant Main Street and Historic Business District offer shopping, entertainment, art galleries and museums. Picturesque natural surroundings, including area lakes and state parks, provide endless outdoor recreational activities such as fishing, hunting and hiking.

Plainview is located at the intersection of several highways and served by Lubbock Preston Smith International Airport (41 miles). It is within close proximity of numerous larger cities including Lubbock, Texas (47 miles); Amarillo, Texas (76 miles); Oklahoma City, OK (255 miles); Fort Worth, Texas (269 miles); and Arlington, Texas (281 miles).



For more information, visit:
www.plainviewtx.org



To apply for this position, visit:

highereducationleadershipsearch.com/candidate-portal-form

To nominate someone for this position, e-mail:

nominations@highereducationleadershipsearch.com

Geralyn Franklin, Ph.D. and Steven Erwin, Ed.D.

will be assisting Wayland Baptist University with the search. If you have questions or would like to have a confidential conversation about the position, call 256-239-2305 or e-mail

geralynf@highereducationleadershipsearch.com or

serwin@highereducationleadershipsearch.com

Wayland Baptist University does not illegally discriminate in employment opportunities or practices on the basis of race, color, sex, national or ethnic origin, age, disability, or genetic information.

Candidates for this position will be considered through November 15, 2024.



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