

Faculty Director of the Ingram Scholarship Program

DESCRIPTION

The Faculty Director serves as the chief administrator and spokesperson for the Ingram Scholarship Program, overseeing all aspects of the scholar's activities and the program's operation. Primary responsibilities include monitoring each scholar's fulfillment of the program requirements, working with Ingram Scholar Advisors and faculty in the development of seminars and workshops, the annual selection of the Ingram Scholars, regularly evaluating the program, implementing program changes and improvements consistent with the program's original intent, overseeing personnel, and liaising with the Ingram family.

Candidates for Faculty Director should be individuals with substantive and observable leadership skills with grounded, real-world perspectives. The most successful candidates will have a proven commitment to diversity and inclusion, a demonstrated record of supporting the institution's teaching and learning mission, an appreciation for the value of philanthropy and the development of philanthropic leadership, and a desire to develop or expand upon their administrative capacity in higher education.

THE PROGRAM

Founded in 1993 by E. Bronson Ingram, chairman of the Vanderbilt Board of Trust from 1991-1995, the mission of the Ingram Scholarship Program is to support students who demonstrate a willingness and ability to combine a successful business or professional career with a lifelong commitment to finding solutions to critical societal problems.

Ingram Scholars are expected to make a significant commitment each month and during at least one of their undergraduate summers to participating in community outreach, service, or support for philanthropic work. Concurrently, Ingram Scholars are exposed to campus experts in business, nonprofit management, entrepreneurship, and human-centered design to intentionally foster their professional growth and business acumen, while sharpening their understanding of high-impact philanthropic and community engagement strategies. For example, students will participate in programs and activities at Vanderbilt's world class innovation hub, the Wond'ry, receive career mentorship at the newly reconfigured Career Center, join multidisciplinary project teams using human-centered design to solve real-world challenges through the Design as an Immersive Vanderbilt Experience (DIVE) program, and participate in field trips to gain first-hand insight into the practical and strategic best practices of giving, service, and philanthropy.

The program is distinguished by the requirement that the recipients design and implement projects that address significant community needs. Ingram Scholars are encouraged to work with established not-for-profit and business groups and to create projects that become self-sustaining. Ultimately, the program seeks to develop an active network of Ingram Scholar alumni who not only continue their commitment to positive social change and philanthropy, but also nurture the social sensibilities of others in their volunteer and professional lives.

The goals of the Ingram Scholarship Program are:

- To maximize opportunities that prepare Scholars for business and professional careers and a commitment to seeking solutions to critical social problems;
- To strengthen the connections between learning and service;
- To develop an understanding of the relevant business constructs governing high-impact philanthropy;
- To facilitate the academic, professional, and service opportunities for each Scholar's own particular interests and career plans through advising, seminars, internships, projects, travel, and collaboration; and
- To foster a sense of community among the Scholars, alumni, and those working with the program.

For more information on the Ingram Scholarship Program, please visit: <http://www.vanderbilt.edu/ingram/>.

SUPERVISION

The Director of the Ingram Scholarship Program reports to the Vice Provost for Learning and Residential Affairs.

QUALIFICATIONS

- Employment as a full-time faculty member at Vanderbilt University. (This position is limited to internal candidates.)
- Ph.D. or equivalent terminal degree in given area of expertise.
- Exceptional leadership skills.
- Grounded, real-world perspective.
- Observable interest in business, nonprofit management, and/or philanthropic strategies/best practices.
- Observable dedication to student academic excellence and personal success.
- Budgetary experience.
- Personnel management experience.
- Strong organizational skills and self-motivation.
- Strong communication (oral and written) and public relations skills; some development experience preferred.
- Ability and interest in working effectively with students from diverse backgrounds.
- Proven ability to handle multiple priorities while maintaining a high level of professionalism and attention to detail.
- Administrative experience in higher education.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

- Develop measurable objectives to achieve the mission and goals of the program.
- Collaborate with key stakeholders, including members of the Ingram family, the Office of the Provost, Office of the Dean of Students, associated faculty advisors, Ingram Scholars, Ingram alumni, and Development and Alumni Relations.
- Manage the day-to-day operations of the program, including: oversight of staff, allocation and management of budgets, adherence to University policies and practices, collection of assessment data, coordination and oversight of the scholar's activities, and participation in alumni outreach and engagement.
- Prepare frequent reports to the Vice Provost for Learning and Residential Affairs on the program's status.
- Serve on university committees as appropriate.

APPLICATION PROCESS

Please send a letter of interest and curriculum vitae to Vice Provost for Learning and Residential Affairs, Cynthia J. Cyrus, at vpcyrus@vanderbilt.edu. Consideration of applications will begin 1 March 2017.