Director

Summary of Role
- Accountable for developing and implementing strategic plans for the area/multiple functions, actively managing the operations of an area/function under broad direction
- Contributes to the overall planning for the department
- Typically reports to an Executive Director, Vice Chancellor, AVC, or similar level administrator
- May serve as area leader in absence of leadership

Scope
- Manages the strategy and execution of day-to-day operations of the department
- Ensures high levels of performance, achievement of goals and quality of results, possibly through subordinate managers
- Manages and may develop budgets and operational forecasts; accountable for monitoring budgets and identifies opportunities for revenue enhancement and containing costs and ensuring compliance with policies
- Makes complex decisions to ensure departmental objectives are met

Education/Experience
- Bachelor’s Degree
- Typically 6-8 years general business experience, including 5 – 8 years in management and 5 years in University/function