

Director, Transfer and Articulation

The British Columbia Council on Admissions and Transfer (BCCAT) provides leadership and coordination in BC's post-secondary education system. The Council's mandate is to facilitate admission, articulation, and transfer arrangements among BC post-secondary institutions. Information on the Council and its work is available at www.bccat.ca.

BCCAT is seeking an experienced post-secondary leader to assume the role of Director, Transfer and Articulation for a fixed term. The role requires broad and substantial knowledge of BC's post-secondary system and the BC Transfer System. Significant experience with curriculum development and/or course and program articulation is an asset. In addition to providing leadership across BC, the Director collaborates with jurisdictions across Canada and North America to share and evaluate successful practices.

Key responsibilities include:

- Providing leadership to Council's Transfer and Articulation Committee in support of the Chair;
- Providing leadership and support to 67 provincial articulation committees;
- Maintaining and expanding linkages with a broad range of provincial organizations including registrars, deans, senior administrators, and the Ministries of Education and Advanced Education, Skills, and Training;
- Managing an annual conference of articulation chairs, system liaison persons and institutional contacts;
- Conducting and overseeing research projects as required;
- Preparing, managing and executing an annual work plan and budget for areas of responsibility, and;
- Providing supervision and direction to the Coordinator, Committees and Articulation.

Opportunities for this position include:

- Providing support to BC's post-secondary system as it adapts to K-12 curriculum modernization;
- Playing a key role in BCCAT's work with other jurisdictions to support pan-Canadian credit transfer and mobility;
- Maintaining and extending professional relationships throughout the BC post-secondary system and beyond.

Qualifications

As the BCCAT Director providing leadership on transfer and articulation initiatives, the incumbent requires the following qualifications:

- Five years or more of administrative leadership experience in post-secondary education, preferably within a BC college, institute, or university;
- Graduate degree in an appropriate field;
- Comprehensive understanding of BC's post-secondary system and a thorough appreciation of the transfer and articulation environment;
- Established (and/or the capacity to establish and maintain) professional relationships with faculty, staff, and administration within BC's post-secondary institutions;
- Strong capability in written and oral communications, project administration, and computer applications; and,
- Excellent presentation, facilitation, and diplomacy skills.

BCCAT offers a competitive salary and benefits package. The term of the appointment will be until the end of December, 2019, with the possibility of extension. The start date is negotiable, but could be as early as December, 2017. Salary and conditions of employment to be established consistent with BCCAT guidelines and procedures. A fixed term secondment may be considered, if appropriate.

General inquiries and applications containing a detailed curriculum vitae should be directed to Valerie Yorkston, Executive Assistant to the Council, at vyorkston@bccat.ca or 604-412-7683.

Review of applications will begin on **September 29, 2017**.