LEADERSHIP PROFILE

Director of Flagship Communities
Position Announcement
Director of Flagship Communities
Division of Access and Engagement
University of Tennessee, Knoxville

Position Description

The Division of Access and Engagement (DAE) is recruiting for a Director of Flagship Communities. Joining DAE at a time of enormous opportunity and impact, the inaugural director will support university-community partnerships that build and sustain mutually beneficial partnerships with the 38 Flagship Communities across the state of Tennessee. Reporting to the Vice Chancellor for Access and Engagement, this position provides key support for developing and managing pathways for K-8 students within the Flagship Communities to attend the University of Tennessee, Knoxville.

As the university seeks to improve the well-being of Tennessee citizens and advance its land-grant mission, the director will provide management of the day-to-day operations and programming for engaging and supporting students, families, school counselors, teachers, administrators, faith-based leaders, and the community on educational and post-secondary opportunities at the University of Tennessee, Knoxville (UTK).

In partnership with Enrollment Management, the director will provide leadership to align UTK's enrollment and outreach goals for Flagship High Schools and their surrounding communities.
The University and Community

The University of Tennessee Knoxville is the state of Tennessee’s flagship land-grant university and a public Carnegie Research 1 institution. As a land-grant university and as Volunteers, serving our state and nation is key to our mission. UT enrolls approximately 36,000 students at its Knoxville campus. UT Knoxville is realizing dramatic positive change focused on solving some of the most audacious, pressing problems our country and world face today.

Nestled like a hidden treasure, the city of Knoxville is encompassed by a beautiful collection of eight picturesque lakes. Its downtown, both stunning and easily traversable on foot, boasts a charming ambiance while the vibrant music scene resonates with an array of international festivals. The city’s neighborhoods exude an active energy, and its culinary landscape is punctuated by a plethora of distinctive local dining establishments. A rich tapestry of cultural and outdoor pursuits further enhances its allure.

Situated conveniently near the Great Smoky Mountains, as well as Atlanta, Nashville, Asheville, Charlotte, Louisville, and Cincinnati, the University of Tennessee Knoxville (UTK) enjoys a prime location. Knoxville’s urban green spaces like World’s Fair Park, Ijams Nature Center and Urban Wilderness trail system offer peaceful retreats within the city limits. The collective population of Knoxville and its surrounding counties surpasses 850,000 people.

The Division of Access and Engagement Goals

**Goal 1: Access**
Ensure that programs we offer are accessible to communities across Tennessee and beyond.
- Understand and remove barriers for students, faculty, staff, and visitors to support campus access goals
- Engage communities to build pathways and pipelines to increase access for students across Tennessee
- Partner to support effective faculty and staff recruitment and retention

**Goal 2: Belonging**
Implement structures and practices that support a culture of respectful dialogue, and a greater understanding of difference and viewpoint diversity.
- Identify and mitigate structural barriers through collaboration across campus
- Expand strategy and assessment resources to support transformational change
- Recognize and highlight proactive efforts

**Goal 3: Culture of Respect**
Nurture change that supports inclusive behaviors, a culture of respectful dialogue, and a greater understanding of difference and viewpoint diversity.
- Foster and enhance connections among students, faculty, and staff
- Equip students, faculty, and staff to promote inclusive practice through educational opportunities
- Develop and advance values that support a diversity of viewpoints, perspectives, and lived experiences
- Examine policies and practices to promote a culture of respect

**Goal 4: Community**
Deepen and extend the university’s ability to connect with Tennessee.
- Enhance connection with center city and rural areas through Flagship communities
- Build strategic community partnerships to make positive change
- Support faculty in community-engaged scholarship
Leadership Opportunity

The director will add value to the university’s Flagship Communities by creating a high degree of coordination and support to the campuses and communities while facilitating solutions to shared obstacles, coordinating resources, and communicating best practices. In addition, the director will manage the prioritization of access and engagement initiatives in the K-8 arena and will lead and encourage actionable efforts that advance inclusive excellence.

The successful candidate will have a demonstrated ability to build and implement an outreach strategy with the Flagship Communities to provide access and engagement, while also leveraging key skills—such as relationship building, partnership development, assessment, and communication of results. A strong focus on teamwork, collaboration, and listening to understand is critical to the success of this role.

• **People & Program Leadership**
  While providing leadership to each regional coordinator, the director will oversee statewide programs in Flagship communities that include workshops on college readiness, academic preparedness, and other relevant topics. With a focus on growth and statewide promotion of the university, the successful candidate will help identify, create, and establish new programs that will connect community-based organizations to the university.

• **Collaborative Relationship Management**
  Collaboration and relationship management is a critical component of the director’s role. The incumbent should value the importance of relationships and collaboration required both internal to the university and external to community partners. In addition, the successful candidate should demonstrate necessary skills to develop and grow partnerships with school systems, non-profit organizations, community-based organizations, alumni, and community partners. Further, the inaugural director must have a fundamental understanding of importance of internal collaboration with the Office of Admissions, Division of Enrollment Management, Division of Student Success, Division of Student Life, and other campus partners.
• **Community Engagement**
The Director is expected to bring the experience necessary to identify and develop relationships with stakeholders who may co-lead educational and engagement sessions and programs as appropriate for its community. The Director will promote precollegiate programs with school administrators and the local community, evaluate program impact, track participation across base year and future years, and provide annual assessments of program activities.

Responsibilities include leading, planning, and executing annual events and other comprehensive community initiatives. This leadership position will oversee the organization of major events with the regional coordinators in each respective city.

In coordination with Undergraduate Admissions, the director will oversee UTK Campus visits in each region and manage events with local alumni in each region. The director is expected to manage and lead an initiative strategy pipeline with community leaders and stakeholders (i.e. school counselors, administrators).

• **Research and Analysis**
  Working with the DAE’s assessment team, the Director will facilitate analyses, reports, and evaluations.

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**Qualifications**

**Required Qualifications**

- Master’s degree in higher education, communications, business, public policy, or related field
- Five to eight years of related experience working in higher education, particularly in admissions, recruitment, or enrollment management leading educational and community partnerships.
- Experience coordinating academic programs, projects, and events.
- Proficient with Microsoft Office software including Word, Excel, PowerPoint, and Outlook
- Demonstrated ability to develop and execute programs or activities involving the campus community and/or external organizations.
- Commitment to diversity, equity, and inclusion.

**Preferred Qualifications**

- Experience working in educational outreach and pre-collegiate programs.
- Experience with academic programming.
- Experience working with a variety of university-community partnerships with educational, nonprofit, and community-based organizations.
- Experience with creating and sustaining long-term community partnerships.
- Experience with both print and web-based writing is preferred.
To Apply

Based in Knoxville, the position offers a competitive salary, relocation assistance and a comprehensive benefit package. For additional information or nominations, please contact Tennion Reed, Assistant Executive Recruiter, (treed7@utk.edu). To ensure full consideration, please submit your application on or before February 23, 2024 via our Taleo formal application system. Please include a cover letter, resume and contact information for three (3) professional references with your application.