Provost and Vice President of Academic Affairs

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Middlesex Community College (MCC) is seeking a visionary Provost and Vice President of Academic Affairs to join the College's leadership team. This leader will become part of a strong, mission-driven institution that is deeply committed to equitable student success, academic excellence, and community engagement. MCC is well-positioned for the future and welcomes innovative, collaborative, and student-centered administrators who are excited to help shape the next era of the College to apply to this exceptional opportunity.

Founded in 1970, MCC is a dynamic, student-centered institution dedicated to providing accessible, affordable, and high-quality education that transforms lives and strengthens the economic and cultural vitality of the communities that we serve. We prepare learners of all backgrounds for meaningful careers, continued education, and lifelong learning through a mission grounded in academic excellence, innovation, and equity.

MCC recently achieved a highly successful NECHE reaccreditation, with our 10-year comprehensive evaluation affirming the College's institutional strengths, academic rigor, and strategic direction. This accomplishment reflects the dedication of our faculty and staff and reinforces our commitment to continuous improvement and exemplary educational quality. The College is currently in the process of revisions to its strategic plan to align with the Community Vibrancy Framework and renewed workforce emphasis. A hallmark of MCC is our leadership in career-integrated learning, connecting students with real-world experiences through employer partnerships, experiential learning, work-based opportunities, and academic pathways closely aligned with industry needs. These programs position students for long-term success in a rapidly evolving workforce. With campuses in Bedford and Lowell, and a robust and expanding portfolio of online and hybrid learning options, MCC serves a diverse student population and meaningfully contributes to the vibrancy and cultural richness of the region. The College has a strong partnership with nationally recognized, Achieving the Dream (ATD), and actively works to implement the Community Vibrancy Framework which fosters inclusion, belonging, and engagement for students ensuring that educational gains translate into real-world economic and social benefits for the entire community.

Looking ahead, MCC is advancing a Facilities Master Plan designed to modernize learning spaces, enhance student-centered environments, and support the next generation of academic and workforce programs. This work represents an important part of our vision for a future-forward institution that meets the evolving needs of our students and our region.

MCC is home to dedicated, collaborative, and mission-driven faculty and staff who value innovation, professional growth, and a shared commitment to transforming students' lives. We invite strong, forward-thinking leaders to apply for this position and join our community to contribute to the continued excellence and impact of Middlesex Community College.

Job Description:

Title: Provost and Vice President of Academic Affairs
Unit: Non-Unit Professional (NUP)
Department: Academic Affairs
Reports to: President of Middlesex Community College
Date: December 15, 2025

General Summary:

The Provost and Vice President of Academic Affairs serves as the College's Chief Academic Officer, responsible for ensuring the quality, integrity, and strategic direction of all academic programs. Consistent with MCC's Strategic Plan, this leader advances a mission-centered academic portfolio that is equitable, innovative, workforce-responsive, and deeply aligned with the educational and economic needs of the communities the College serves.

This position provides oversight for K-16 partnerships, dual enrollment, career-integrated learning, apprenticeships, learn-and-earn pathways, and academic integration of artificial intelligence, all of which have become essential components of the College's academic strategy. The Provost also leads the Grants Office, ensuring that externally funded initiatives advance academic quality, workforce alignment, and student success.

Duties and Responsibilities:

1. Academic Leadership & Strategic Direction

- Provide vision and leadership for a comprehensive academic affairs division aligned with the College's strategic directions.
- Guide academic planning that responds to the learning needs of the College's increasingly diverse student body, including efforts associated with the College's emerging HSI and AANAPISI status
- Lead the creation and implementation of the Academic Master Plan, ensuring that academic programs remain rigorous, equitable, and responsive to evolving student and workforce needs.

- Use assessment and institutional research data, consistent with NECHE standards, to inform continuous academic improvement and educational effectiveness.
- Administer collective bargaining agreements within Academic Affairs, ensuring compliance, constructive union partnerships, and equitable implementation of contractual rights and workload provisions.
- Advise the President on matters related to Academic Affairs.

2. Workforce-Responsive Program Development

- Expand and strengthen apprenticeships, internships, co-ops, and learn-and-earn models that connect students to career opportunities while enrolled.
- Oversee academic pathways aligned with regional economic needs and emerging labor-market trends to support economic mobility.
- Collaborate with Workforce Development to ensure alignment between noncredit programs, credit-bearing pathways, and employer-driven competencies.

3. Career-Integrated Learning

- Provide executive oversight of the Office of Career-Integrated Learning, ensuring that academic programs embed applied, hands-on, experiential learning opportunities such as internships, clinicals, service-learning, and industry projects.
- Support faculty and departments in building curriculum-to-career connections.

4. K-16 Partnerships and Dual Enrollment

- Lead the development, maintenance, and academic oversight of Early College, concurrent enrollment, dual enrollment, articulation agreements, and aligned transfer pathways.
- Ensure coordinated mentoring, advising, and academic support for dual enrollment students, to ensure consistent college-level preparedness and belonging.
- Collaborate with school district leaders and university partners to develop seamless pathways from high school through transfer.

5. Academic Innovation & AI Integration

- Lead the College's academic strategy for artificial intelligence integration, including:
  - Faculty and staff professional learning,
  - Ethical use frameworks,
  - AI-informed curriculum redesign,
  - Policies governing student use of AI in academic work,
  - Exploration of AI-enabled instructional tools.
- Support the development of AI-related academic programs, microcredentials, and workforce-aligned AI literacy outcomes.
- Facilitate strategic partnerships related to AI integration.

6. Curriculum, Assessment & Accreditation

- Ensure curricular quality through program review, learning outcomes assessment, and alignment with NECHE standards for academic quality and effectiveness.
- Oversee discipline-specific accreditations
- Guide the development of new programs, modalities, and delivery models, including accelerate, online, and hybrid formats.

7. Faculty Affairs & Teaching Excellence

- Oversee faculty hiring, mentorship, development, evaluation, and promotion.
- Support faculty in implementing equity-minded pedagogy, culturally responsive teaching strategies, universal design, and technology-enhanced instruction.
- Support professional development structures including academic technology and pedagogical training and the Scholarship of Teaching and Learning (SoTL), supporting innovation in instruction.

8. Grants Leadership

- Oversee the Grants Office, setting academic priorities for proposal development and ensuring external funding opportunities align with institutional goals.
- Provide strategic guidance for grant-supported initiatives in workforce development, AI innovation, faculty development, equity initiatives, and K-16 partnerships.

9. Operational, Budgetary, and Organizational Oversight

- Develop and administer the Academic Affairs budgets in alignment with fiscal responsibility goals.
- Optimize academic organizational structures, staffing, and resource allocation to support teaching and learning.

10. Cross-College and External Collaboration

- Serve on the President's Leadership Council, Curriculum Committee, and other committees as appropriate.
- Participate in developing, implementing, and monitoring the College's strategic plan, particularly in areas related to student success, program evaluation, allocation of financial resources, curricular development, and staff development.
- Partner closely with the Vice President of Enrollment Management and Student Success to ensure integrated academic advising, student support, and persistence strategies consistent with NECHE standards.
- Build and maintain strong relationships with employers, community organizations, government agencies, school districts, and higher education institutions.
- Represent Academic Affairs in external forums.

Requirements:

- Minimum of Master's degree
- Minimum seven years of progressive academic leadership experience, preferably in a community college environment.
- Demonstrated success with curriculum development, academic assessment, accreditation, and faculty development.
- Experience with workforce-responsive academic pathways or career-integrated learning.
- Commitment to equity-centered leadership and student success.
- Excellent ability to speak, write, and listen
- Leadership style that emphasizes collaboration, team building, accessibility, and open communication.

Preferred Qualifications:

- Earned doctorate from an accredited institution.
- Experience building apprenticeships, cooperative education programs, or industry-aligned curriculum.
- Experience managing or supervising grant-funded initiatives.
- Knowledge of AI tools, academic AI policy, or instructional AI integration.
- Experience working with K-12 and higher education partners, including dual enrollment and pathway development.
- Experience working within a collective bargaining environment.

Additional Information:

Salary Range: $190,000-$200,000; actual salary commensurate with academic background and experience. Employees of Middlesex Community College are considered employees of the Commonwealth of Massachusetts and receive benefits, which include:

- High-quality and affordable health insurance through the Commonwealth's Group Insurance Commission (GIC)
- Competitive Dental and Vision Plans
- Flexible Spending Account and Dependent Care Assistance programs
- Low-cost basic and optional life insurance
- Retirement Savings: State Employees' Pension or Optional Retirement Program (ORP) and Deferred Compensation 457(b) plan or 403(b).
- 12 paid holidays per year and competitive Sick, Vacation, and Personal Time
- Tuition Benefits for employees and dependents at state colleges and universities
- Short-Term Disability and Extended Illness program participation options
- Professional Development and Continuing Education opportunities
- Cell Phone Bill Discounts with Verizon and T-Mobile Cell Phone Carriers

- Access to the Commonwealth's Mass4You, employee assistance program
- Free employee parking on Bedford and Lowell campuses
- Eligibility towards Public Service Loan Forgiveness (PSLF)

Location: Lowell and Bedford Campuses as needed
Hours: 37.5 hours per week; schedule to be determined upon hire
Expected Start Date: July 2026
Application Deadline: January 30, 2026

Application Instructions:

All applicants must apply online by submitting:

- Cover Letter
- Resume
- Names and contact information for three (3) professional references
- ***One Page Statement Requirement* - As this is an inaugural role within a newly designed structure that brings clearer distinction and collaboration between Academic Affairs and Student Affairs, candidates are asked to submit a one-page statement outlining their philosophy on the relationship between Academic and Student Affairs. This statement should address how they envision fostering alignment, communication, and shared responsibility for student learning, persistence, and success across the two divisions.**

Pre-Employment Requirements:

The College will not sponsor applicants for work visas. All offers of employment at Middlesex Community College are contingent upon clear results of a thorough background check. Background checks will be conducted on all final candidates, as deemed necessary. Middlesex Community College only accepts application materials through our online application system. We are unable to accept application materials through mail, email, fax, or hand delivery. If you do not have access to a computer, please contact Human Resources at careers@middlesex.edu. Middlesex Community College strives to make the application and interview process accessible for all applicants but understands that applicants may still encounter barriers due to ability, language, or technology. If we can make the process any more accessible for you, contact Human Resources at 781-280-3546 or careers@middlesex.edu.

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