

**The Bonnie and Peter Raquet Endowed Director's Chair
for the Institute for Leadership and Service
Valparaiso University
Position Description**

The Institute for Leadership and Service exists to support Valparaiso University's mission of preparing men and women to lead and serve in church and society. Located in the Helge Center for Mission and Ministry, the Institute works with faculty, staff, alumni and selected partners to support a rich array of programs including academic courses, skill-building workshops, exemplary speakers, and internship programs, all with the goal of preparing Valpo graduates to integrate their academic study, their service, and their plans for future success around a deeper sense of purpose and calling. The hope is for graduates who have been shaped by purposeful academic preparation, who have explored their calling, who have been primed for reflective practice, and can be responsive to the deepest challenges of our world drawing on their character, wisdom, and integrity. The Raquet Director's Chair oversees planning, outreach, especially with donors, and operations for the Institute. As both a thought leader and relationship builder, the next holder of this position will foster interest, participation and investment in the Institute among faculty, students, alumni and outside organizations through a combination of intellectual leadership and programmatic innovation. The position is a full time, executive level position with a secured endowment.

Responsibilities of the Raquet Director's Chair

- Define strategic direction in consultation with university leaders, advisors and the Assistant Vice-President for Mission and Ministry
- Develop relationships with foundations and donors to support programs and innovation.
- Teach annually and conduct research on topics related to leadership and service.
- Foster faculty engagement and curricular attention to the goals of the Institute.
- Develop partnerships and convene university departments, offices or programs to support Institute goals.
- Create relationships with alumni to spur investment and engagement in the Institute.
- Oversee Institute's operations and staff.
- Develop partnerships with national organizations in leadership, service, and vocation.
- Develop partnerships with local and regional organizations to support mission.
- Conduct comprehensive and continuing reviews of Institute programs and structure.
- Work in partnership with Chapel of the Resurrection, Church Relations, and other Helge Center programs and efforts

Qualifications of the Raquet Director's Chair

- Creative, visionary thinker, idea-oriented.
- Proven investment in concepts of leadership, service, vocation, both for church and society.
- Strong relational skills.
- Evidence of successful team leadership.
- Highly effective communicator, both verbally and in writing.
- At least five years prior experience in program development and administration.
- Compelling record of publications and public speaking.
- Appropriate terminal degree preferred.

To be considered for this position, a candidate must upload a cover letter, resume, and a list of three professional references to Interfolio at <http://apply.interfolio.com/50606>. Cover letter should be addressed to Brian Johnson, Assistant Vice President for Mission and Ministry, Valparaiso University, Helge Center, 1600 Chapel Drive, Valparaiso, IN 46383.

Successful applicants will demonstrate a commitment to cultural diversity and the ability to work with individuals or groups from diverse backgrounds. Employment at Valparaiso University will require a criminal background check.