Kapi'olani Community College is named after Julia NāpelakapuoKā'a'e Kapi'olani, an ali'i or chiefess who was beloved by her people as Queen Kapi'olani. *E Kūlia i ka Nu'u, strive for the highest,* was the motto she adopted for her royal seal. The College has assumed the motto with pride and a responsibility for excellence. Located on a scenic 44-acre site at Kalāhû, Pālolo, Kona, on the island of O'ahu, the campus is at the base of Lē'ahi (Diamond Head), about a mile from Waikīkī Beach.

Founded in 1946 as Kapi'olani Technical School and joining the University of Hawai'i System in 1965, Kapi'olani Community College celebrated its 75th anniversary in 2021. The College offers a comprehensive liberal arts program and dynamic pre-baccalaureate transfer pathways in areas such as Hawaiian studies, education, natural sciences, engineering, and math. The campus is a statewide leader in allied health and nursing professions and also offers programs in business, paralegal, information technology, culinary arts, hospitality & tourism education, new media arts, and continuing education and training.

'ŌLELO NU'UKIA (VISION)
Kapi'olani Community College is a model indigenous serving institution whose graduates strengthen the social, economic, and sustainable advancement of Hawai'i and the world.

ALA NU‘UKIA (MISSION)
Kapi'olani Community College provides open access to higher education opportunities in pursuit of academic, career, and lifelong learning goals to the diverse communities of Hawai'i. Committed to student success through engagement, learning, and achievement, we offer high quality certificates and associate degrees, and transfer pathways that prepare indigenous, local, national, and international students for their productive futures.

NĀ LAWENA WAIWAI (VALUES)
Kapi'olani Community College honors the legacy of Queen Kapi'olani through these values:

- **Kūpono:** Practicing honesty and integrity with clarity in all relationships.
- **Kuleana:** Sharing a common responsibility to support the future of our students, college, community, land, and sea.
- **Mālama:** Protecting and perpetuating ancestral knowledge.
- **Kūloa'a:** Ensuring that the needs of our students are met with support and service.
- **Kūlia:** Creating meaningful curricula and learning experiences that serve as a foundation for all to stand and move forward.

We are guided by our shared vision, values and commitments and by the recommendations of Hawai'i Papa O Ke Ao.
KAPIʻOLANI COMMUNITY COLLEGE AT-A-GLANCE

ENROLLMENT
Headcount (Credit) **6,100**
and thousands more enrolled in non-credit and continuing education courses.

Full-time 50.1%
Part-time 49.9%

DIVERSITY
Male 35%  Female 63%
No Data 2%  Average Age 25

Self-Reported Ethnicities
- Caucasian 13%
- Asian 45%
- Hawaiian/Pacific Islander 22%
- Mixed 15%
- All Other 5%

DEGREES & CERTIFICATES
Programs 33  Certificates 13
Degrees 20  Subject Areas 24
Includes:
- Advanced Professional Certificate (APC)
- Associate in Arts (AA)
- Associate in Science (AS)
- Certificate of Achievement (CA)
- Certificate of Competence (CO)

COLLEGE STAFF
(Authorized Permanent Positions)
- Faculty 236.0
- Administrative Professional Technical 52.5
- Civil Service 76.5
- Administrators 8.0
- Total 373.0

FINANCES (in millions)
- General Funds $27.6M
- Tuition & Fees and Special Funds $13.9M
- Federal Funds $21.3M
- State & Local Grants $ .8M
- Private Gifts and Donations $ 3.2M

CARNEGIE CLASSIFICATION
Associate/public, 2-year college

ACCREDITATION
- Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges
- Accreditation Council for Business Schools and Programs
- American Culinary Federation Education Foundation
- Accreditation Commission for Education in Nursing
- Many other key program accrediting and licensing organizations
MOVING THE COLLEGE FORWARD

THE IDEAL CHANCELLOR WILL...

- Exemplify leadership skills that fulfill the vision and mission of the College with accountability, effectiveness, and efficiency.
- Define clear goals and priorities for the College to achieve collaboratively.
- Support the College’s commitment to providing quality education for a diverse student population with a focus on increasing accessibility and success among Native Hawaiian and other underserved populations.
- Provide clear and strategic leadership for the budget and fiscal management of the College.
- Ensure diverse perspectives and transparency by considering input and feedback from students, faculty, staff, and the community.
- Communicate in a clear and concise manner and approach challenges with integrity, enthusiasm, humility, and a sense of humor.
- Foster a College community that encourages mutual respect and collegiality.
- Recognize the importance of innovative technologies to achieve goals of the College.
- Encourage well-being and work life balance for all students, faculty, and staff.
- Be an advocate for improvement at all levels, including for students, faculty, staff, and administrators.

KAPIʻOLANI COMMUNITY COLLEGE CHANCELLOR

MINIMUM QUALIFICATIONS

1. Master’s degree or equivalent
2. Administrative experience in a College at the deanship level or equivalent, or experience at the community College professional (C5) level, or demonstrated comparable mid-management administrative experience in an educational agency, industry, or government.
3. Possession of management skills.
4. Ability to relate to and skill in meeting people.
5. Demonstrated leadership.

All MQs must be met by effective date of hire.

For Desirable Qualifications (DQs) and more information, see full advertisement at workatuh.hawaii.edu or kapiolani.hawaii.edu/chancellor-search.

BENEFITS

Include but not limited to: health insurance, retirement plan, vacation and sick leave, and group life insurance. Details at: hawaii.edu/ohr/benefits-leave/

ADMINISTRATIVE GOVERNANCE

- University of Hawai‘i Community College System includes seven community colleges.
- The Chancellor reports to the Vice President for Community Colleges.
- University of Hawai‘i System includes the seven Community Colleges, UH at Mānoa, UH at Hilo, and UH - West Oʻahu, hawaii.edu/#ten-campuses
- University of Hawai‘i Board of Regents - the President of the UH System reports to the Board of Regents, hawaii.edu/offices/bor/
APPLICATION PROCESS

TO APPLY

1. Please visit workatuh.hawaii.edu, search for Position No. 89100 if needed, & complete online application. If you have not applied for a position before using NEOGOV, please create an account.

2. Next, please email items A-D to csearch@hawaii.edu. Applications sent by fax, mail, or email will not be accepted.
   
   A. Cover letter with statement outlining how you meet the minimum and desirable qualifications, how your work experiences and/or formal training enable you to fulfill duties and responsibilities, and your management/leadership philosophy;
   
   B. Current curriculum vitae;
   
   C. Graduate and undergraduate transcript(s) showing degree and course work to date verifying minimum and desirable educational qualifications (official transcript copies are acceptable, original official transcripts are required at time of hire). Online transcripts or academic record/grade summaries will NOT be accepted; &
   
   D. Five (5) professional references including name, title, and contact info (telephone number and email addresses). References will not be contacted without prior notice to the candidate. Background checks will be made prior to employment.

CONTINUOUS RECRUITMENT

Review of applications will begin on or about 08/24/22 and will continue until the position is filled. For best consideration, submit application by 08/23/22.

kapiolani.hawaii.edu/chancellor-search

INQUIRIES

Kristie Malterre, Search Coordinator, by email csearch@hawaii.edu or 808-734-9344.

The University of Hawai‘i is an equal opportunity institution and encourages applications from and nominations of women and minority candidates.