Located in North Alabama, Huntsville Bible College is a small 501(c)(3), ABHE accredited institution of higher learning. Less than a two-hour drive from Nashville, TN, and Birmingham, AL, Huntsville Bible College is a non-denominational Christian seminary in Huntsville, Alabama. Founded in 1986, HBC offers certificates and associate, bachelor, master, and doctoral degrees in ten (10) program areas.

Huntsville Bible College is seeking applications for a candidate to support the growth of the College.

POSITION: College President (Full-time)

QUALIFICATIONS:

1. A personal devotion to Christ evidenced by a godly life and the empowerment of the Holy Spirit.
2. Masters Degree Required (Doctorate Degree Preferred).
3. Five years of Christian Leadership is required. Administrative experience in higher education preferred.
4. Strong leadership skills in strategic planning, fiscal planning, and people management. The ability to work with people, interface with students, faculty, and staff.
5. Excellent communication and interpersonal skills.

JOB GOAL: To provide overall leadership for the Huntsville Bible College. Provide strategic leadership in developing long term initiatives that will advance the mission of the Huntsville Bible College.
REPORTS TO: Board of Directors and provides leadership to the College’s administrative team.

RESPONSIBILITIES and DUTIES:

1. Execute directly or by delegation all executive and administrative duties in connection with the operation of the College
2. Articulate the College’s vision, mission, and values with external stakeholders.
3. Oversee institutional development matters, including College enrollment, alumni relations, and the securing of external funding support. Continue/exceed efforts to build an endowment, expand leadership, expand programs and maintain accreditation.
4. Submit and administer the annual institutional budget.
5. Ensure compliance with the institutional requirements of accreditors and local, state, and national agencies.
6. Make policy recommendations to the Board on all matters that affect the College
7. Possess strategic leadership and intellectual agility.
8. Know how to manage and mitigate risk.
9. Be an astute negotiator and resolve conflict.
10. Foster Diversity and equity.
11. Communicate effectively

SALARY RANGE: Negotiable

HOURS EXPECTED: 35 to 40 Hours per Week

INTENDED STARTING DATE: Negotiable

TO APPLY FOR THIS POSITION: All applicants should submit a letter of intent and a resume to Huntsville Bible College, 906 Oakwood Ave, Huntsville, AL 35811, or email it to admin@hbc1.edu.


Per Huntsville Bible College Policy and guidelines, the applicant will be required to sign a consent form for a criminal background check. Employment will be contingent upon receipt of a clearance notification from a criminal background check.

Huntsville Bible College does not discriminate based on race, color, creed, or national origin.