



Position Title: Vice President of Campus Operations
Organization: North American Interfraternity Conference (NIC)
Location: University of California, Berkeley / West Coast
Availability: Immediate

The NIC is laser-focused on enhancing the fraternity experience, and our Campus Support Model is a big part of that. We are looking for someone new to join our team to lead and oversee all efforts related to compliance with the Settlement Agreement signed by 27 member organizations. We need a sharp professional skilled in project management to lead and teach self-governance from start to finish in collaboration with staff, students, headquarters, university administrators and alumni.

Based in Berkeley, California, this staff member will also serve as a member of the NIC Campus Support Team and assist in conference initiatives to enhance the fraternity experience and assist students, headquarters and campuses with adopting, aligning and implementing NIC Standards and the IFC Standard Operating Procedures.

In this role, you will:

- Manage the day-to-day compliance of the IFC at Berkeley community with the Settlement Agreement signed by 27 member organizations. This will consist of:
 - Coaching student/alumni/HQ leaders and educating them on Settlement Agreement topics;
 - Assessing and reporting all complaints generated by IFC member fraternities and violations of policy by IFC fraternities to Berkeley stakeholders;
 - Acting as a centralized liaison between all Berkeley stakeholders on matters concerning the Settlement Agreement.
- Implement and coordinate all aspects of our Campus Support Model to develop high-performing IFCs, including sales, service, support, budgeting, logistic coordination, marketing, planning, registration, program delivery/facilitation and assessment.
- Advocate on behalf of NIC members and for NIC and industry-wide positions.
- Lead and coordinate campus advocacy efforts among NIC and industry partners.
- Advocate, educate, collaborate, and provide insights to students, headquarters, college and university administrators and alumni.
- Support and partner on key NIC health and safety initiatives.
- Nurture and grow the NIC's reputation for integrity and high performance.
- Work closely with other fraternal organizations on change initiatives on which the NIC leads, supports or partners.
- Support each IFC at Berkeley member organization for general coaching and skill development.
- Communicate regularly with IFC at Berkeley student leaders, alumni volunteers and HQ points of contact.
- Serve in an on call role to handle neighbor complaints and potential City of Berkeley violations.
- Other duties as assigned.

You are:

- A thoughtful and strategic believer, with a voice that relates to fraternity men.
- A servant leader motivated to exceed expectations with high ethical standards.
- A self-starter, clever and able to work independently.

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- A team player with commitment to build relationships and work collaboratively with staff, students, headquarters, college and university administrators, and alumni.
- Able to leverage relationships with key stakeholders.
- Able to execute high quality work while managing multiple priorities.
- Able to find career satisfaction in this position for a period of no less than four years.

You'll need:

- Master's degree in higher education or related field.
- Demonstrated sales, support, advocacy and change management experience.
- Excellent written and oral communication skills.
- Excellent organization and task/project prioritization skills.
- Interpersonal skills with ability to establish and maintain effective relationships.
- Demonstrated presentation skills.
- Previous experience working with fraternities/sororities and/or other diverse student organizations.
- Consulting and road warrior skills and familiarity with flexible hours, including evenings and weekends.
- Membership in a fraternity or sorority preferred.

Are you saying to yourself, "This is me."?

Email a cover letter (including salary requirements) and resumé to Will Foran at will.foran@nicfraternity.org. Resumé review will begin immediately.

About the NIC:

The [NIC](#) is the trade association representing 66 inter/national men's fraternities. The NIC's member organizations boast more than 6,000 chapters located on more than 800 campuses in the United States and Canada, with approximately 385,000 undergraduate members and nearly 4.2 million alumni.