



NORTH ISLAND COLLEGE



## DIRECTOR, STUDENT AFFAIRS

### INFORMATION



[www.nic.bc.ca](http://www.nic.bc.ca)



@NIC\_first



Courtenay, BC

### EXPERIENCE

- Student affairs
- Student life
- Student success
- Student conduct
- Services development

### SKILLS & COMPETENCIES

- Collaborative
- Strategic
- Innovative
- Student-focused
- Cultural awareness

### TO APPLY

Letter of Introduction &  
resume via email to  
Harbour West Consulting



North Island College (the College) is honoured to acknowledge the traditional territories of the combined 35 First Nations of the Nuuchahnulth, Kwakwaka'wakw and Coast Salish peoples, on whose traditional and unceded territories the College's campuses are situated.

### ORGANIZATIONAL PROFILE

Established in 1975, NIC brings education and training as a comprehensive community college that focuses on student success. Located in a spectacular west coast setting, the College proudly serves more than 9,000 students annually across four campuses, a learning centre, and through online and in-community learning. Over the past 40 years, more than 155,000 people have taken a course or completed a program at NIC.

NIC's Division of Students & Community Engagement consists of three key sub-divisions - Future Students & Community Engagement, the Office of the Registrar, and Student Affairs. As leaders, the Division is driven by its mission to work together to open and widen doorways for students and empower them to meet their educational goals through a positive, supportive learning experience from point of first contact through to graduation and alumni engagement. The Division is committed to work collaboratively to develop goals that meet the commitments within NIC's strategic plan, BUILD 2026.

### ABOUT THE ROLE

Reporting to the Vice President, Students & Community Engagement (VPSCE), the Director, Student Affairs is responsible for college-wide leadership and management of Student Affairs and Student Life, including leadership for student well-being, retention (support and engagement), conduct, student case management, and fostering a welcoming, safe, and inclusive environment for all. The Director provides leadership and management to NIC's counselling services, Department of Accessible Learning Services (DALs), Library and Learning Commons, Academic Integrity, and to the Associate Director, Student Life. The Director oversees judicial affairs college-wide in collaboration with the Associate Director, Student Life.

The ideal candidate will possess a Master's degree in a discipline related to education, student affairs or management, along with minimum of five years' direct management experience in a post-secondary Student Services department that includes a comprehensive understanding of the complexity of the college community, including direct experience with judicial and student conduct issues. The successful candidate will have demonstrated experience as a strategic, collaborative, and solutions-oriented leader committed to program excellence and student success working with faculty, staff, community, and industry to support programming within a culture of inclusion and innovation.

### CONTACT DETAILS

*North Island College is committed to employment equity and takes active measures to eliminate discrimination and to reverse the historic under-representation of Indigenous peoples, members of racialized minority groups, persons with disabilities, women, and persons of minority sexual orientations and/or gender identities within its workforce.*

*Should you be interested in learning more about this exciting opportunity with the North Island College, please contact Harbour West Consulting at 604-998-4032 or forward your resume and letter of introduction, in confidence, to [info@hwest.ca](mailto:info@hwest.ca). We will respond to all who express interest.*