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Montgomery County Community College

BLUE BELL AND POTTSTOWN, PENNSYLVANIA

EXECUTIVE SEARCH PROFILE

**VICE PRESIDENT FOR FINANCE AND
ENROLLMENT SERVICES**

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MONTGOMERY
COUNTY COMMUNITY COLLEGE



The Opportunity

Montgomery County Community College has reopened its search for the Vice President for Finance and Enrollment Services and invites confidential applications and nominations. The ideal candidate will be an experienced, collaborative, innovative, strategic-minded financial leader who possesses and demonstrates the skills to motivate, inspire, and lead others to help fulfill the College's mission, values, and equity goals for student success.



The College



Overview

Since 1964, Montgomery County Community College (MCCC or Montco) has been transforming lives and communities to meet the evolving educational needs of Montgomery County. The College's comprehensive curriculum includes more than 100 associate degree and certificate programs, as well as customized workforce training and certifications. Students enjoy the flexibility of learning at the College's thriving campuses in Blue Bell and Pottstown, as well as online.

As an **Achieving the Dream** Leah Meyer Austin Alumni Award recipient, the institution is positioned at the vanguard of national efforts to remove barriers to access, improve learning outcomes, and increase completion for all students. The College is widely recognized regionally and nationally for its leadership in sustainability, support for **military veterans**, commitment to community service and service-learning opportunities, and innovative use of classroom technology. For nine years, MCCC has been named one of the **Most Promising Places to Work** in Community Colleges in the nation by the National Institute for Staff and Organizational Development for its commitment to diversity through inclusive learning and work environments, student and staff recruitment and retention practices, and meaningful community service and engagement opportunities. Montco has won multiple awards for its strategic plan to increase **voter engagement**.

Funded by Montgomery County, the Commonwealth of Pennsylvania, and student tuition, the College is governed by a 15-person **Board of Trustees** appointed by the Montgomery County Commissioners. The Trustees serve six-year renewable terms.

Montco's commitment to student success is at the core of the work of its dedicated faculty and staff, who go above and beyond to provide the best educational experience for students, as the results show:

- Montco's students who earn associate degrees seamlessly transfer to many public and private colleges and universities throughout the region.
- More than two-thirds of Montco's career graduates are employed in their fields of study.
- Montco's Health Sciences Program graduates consistently exceed the average national pass rate on their professional certifications; in many programs, 100 percent of the graduates pass the certification/licensure exams on the first attempt.
- Many of Montco's graduates live and work in Montgomery County, contributing to the vitality of the economy and community.
- More than 70 percent of students successfully transfer to other institutions after earning their associate degrees at Montco.
- Montco offers several programs to help students accomplish their goals, including Career Services, Disability Services, Academic Advising, Tutoring, Child Care, Veterans Resource Center, Wellness Center, and more.



The College



Accreditation

Montco has been fully accredited by the **Middle States Commission on Higher Education** since 1970. In preparation for its recent Middle States reaccreditation visit, Montco prepared an outstanding comprehensive **2025 Self-Study** Report that demonstrated how the college met the Commission's standards.

Mission

Transform the lives of those we serve through educational, workforce, and cultural experiences and programs that drive success both at the College and beyond.

Vision

Montgomery County Community College will be a highly valued hub for all stages of life to empower social mobility and economic prosperity for the community we serve.

Statement of Values

Montgomery County Community College and its Board of Trustees will:

- **Educate** to advance equity, opportunity and social justice in the communities we serve.
- **Provide** quality, accessible and sustainable learning opportunities.
- **Innovate** to support student success and the needs of our communities.
- **Respect** our diverse contributions and lived experiences to cultivate inclusion.
- **Foster** a culture of empathy, trust, transparency, integrity and accountability.

Equity Statement

Montgomery County Community College is committed to ensuring that all students, employees, and members of its community are successful by intentionally designing college experiences while celebrating the intersection of race, ethnicity, gender identity, language, (dis)ability, sexual orientation, economic status, and/or religion in its community.

Guided by our values, we – collectively - take action through inquiry, dialogue, policies, and practices to promote equity and belonging FOR ALL. We understand that equity is a driving force to achieve the educational, economic, and social benefits of higher education for our students and the communities we serve.

Academic Programming

Montco's **comprehensive curriculum** includes more than 100 associate degree and certificate programs. The programs focus on in-demand and emerging careers, providing not only classroom instruction but also practical, real-life experiences. Students may take classes on campus, online, or as a hybrid of the two. Montco also offers an Honors Program that provides students with an enriched academic experience.

After graduating with their associate degrees from Montco, students are ready to start new careers or continue their education. If they plan to continue their studies, their programs will transfer seamlessly to many four-year colleges and universities. Montco has agreements with more than 35 transfer partners. Montco's programs prepare students to enter fields such as:

- Business
- Creative Arts
- Culinary and Hospitality
- Education
- Engineering and Technology
- Health
- Liberal Studies
- Public and Social Services
- Science and Mathematics

Montco has a robust Dual Enrollment Program, offering students as young as 15 years old opportunities to earn college credits or degrees before graduating from high school.

Montco's award-winning Gateway to College Program helps at-risk students complete their high school diploma requirements at Montco while simultaneously earning college credits toward their associate degrees or certificates. Montco collaborates with 21 area school districts and several community partners to transform the lives of these students through this program.

The College

Athletics

The Athletics Program at Montco challenges student-athletes to be the best they can be both physically and mentally. Student-athletes perform in their chosen sport at a high level of competition as an integral part of their education, learning such valuable skills as teamwork, leadership, and time management, among others, that enable them to succeed in college and during their careers. The Mustangs compete in Region 19 of the National Junior College Athletic Association. Montco has three intercollegiate men's teams, three intercollegiate women's teams, and offers extracurricular opportunities such as cheerleading on its Blue Bell and Pottstown campuses. Men may compete in baseball, basketball, or soccer; women may compete in basketball, soccer, or volleyball. Cheerleading and eSports are available to all students.

Students may also compete as part of the Mustangs eSports team, Montco's seventh collegiate sport and its first all-gender team. The eSports team competes against colleges at both the four-year and two-year levels nationally. The program is also a competing member of the National Association of Collegiate Esports (NACE). The team competes in the National Esports Collegiate Conference, which represents four-year and two-year colleges and universities nationally and internationally. Finally, the program competes in the National Junior College Athletic Association Esports (NJCAAE), composed of two-year colleges from across the country.

The **women's** basketball team made history in 2025 by capturing the North Atlantic District Crown for the first time. In 2024, the **men's** basketball team finished sixth place in the National Junior College Athletic Association (NJCAA) Division III Tournament, capping a historic 28-3 season. Montco's **eSports** team won its fourth national championship in 2025.





The College



Location and Campuses

Montgomery County, the third most populated county in the Commonwealth of Pennsylvania, is expansive and diverse and includes suburban residential communities in proximity to Philadelphia County, large farms in its northern and western sections, and several small urban centers. Montco's [Blue Bell](#) Campus is located approximately 25 miles northwest of Philadelphia on the Route 202 technology and industrial corridor. The newest gem on the Blue Bell Campus is a 20,180 square-foot, state-of-the-art [Hospitality Institute](#) that opened in fall 2024. The previous year, Montco held a ribbon-cutting ceremony for the 118,689-square-foot [Science Center](#), which had been renovated and modernized over the past four years. The Center houses Montco's science, engineering, and mathematics programs, as well as a state-of-the-art, 563-seat theater. The theater is the centerpiece of the recently launched the Montco Cultural Center, which encompasses all of Montco's arts and culture programming.

Montco's [Pottstown](#) Campus is approximately 40 miles northeast of Philadelphia, and 20 miles southwest of Reading, at the converging borders of Berks, Chester, and Montgomery Counties. The Pottstown Campus has unveiled several transformative facilities in the past three years aimed at strengthening student support and educational engagement. In April 2023, the first floor of [South Hall](#) reopened following a comprehensive renovation that centralized student services and introduced adaptable spaces for study and collaboration, fostering both academic and personal success. In December 2022, the College inaugurated its innovative [Wellness Center](#)

in North Hall, offering holistic resources such as mental health counseling, a sensory room, and a food pantry to address students' essential needs. Additionally, in August 2022, Pennsylvania's first [Challenger Learning Center](#) was launched at the campus, providing immersive, space-themed STEM missions for middle school students, thereby inspiring the next generation of scientists and engineers.

In addition to the option to take classes at the Blue Bell or Pottstown campuses, [Online Learning](#) offers a flexible, high-quality education designed to meet the diverse needs of today's students. With a wide range of fully online and hybrid courses, students can pursue degrees and certificates on their schedule while receiving the same academic rigor and support services available on campus. Montco emphasizes interactive learning, accessible technology, and personalized faculty engagement to ensure student success in the online classroom.

Leadership

[President Biography - Montgomery County Community College](#)



The Position

The Vice President for Finance and Enrollment Services (VPFES) is the Chief Financial Officer and principal advisor to the President on all matters related to the management and oversight of business and financial affairs of the College at all campuses and locations, the Foundation, and budgeting oversight for grants. Responsibilities include developing and implementing student-oriented business and fiscal policies, negotiating and administering union contracts, supervising budget development and management, finance, payroll, purchasing, procurement, insurance, risk management, and the Facilities Master Plan. The VPFES also oversees enrollment services, construction, and auxiliary enterprises for the College, including child care services, fitness center, as well as food services and vending for all campus locations. As a member of the President's Senior Leadership team and Cabinet, the VPFES is expected to maintain a high level of intra-division collaboration and communication, establishing a culture of transparency, creative thinking, and teamwork that permeates all levels of the College.

In addition, the Vice President for Finance and Enrollment Services:

- Recommends to the President changes in College policies and procedures governing business, fiscal, payroll, and insurance functions that align with both federal and state guidelines and the College's mission and equity goals for supporting student success. Through the President, provides staff support to the Board of Trustees.
- Develops and manages the operating and capital budgets of the College and its Foundation in collaboration with the President, Senior Leadership, and budget managers; and facilitates administration of the budgets/grant budgets in accordance with College policies and procedures. Leads and coordinates all activities related to bond funding.
- Leads strategic planning efforts for all aspects of financial services. Maintains appropriate College financial records and coordinates audits by College, State, and Federal designated authorities.
- Administers contracting relationships for the College with the support of legal counsel and manages and recommends changes in the College's insurance programs.
- Maintains official administrative contact with County, State, and Federal agencies regarding financial matters, and represents the College at various organizations and meetings.
- Leads planning and design of facility renovations and collaborates with the Vice President of Administrative Services to oversee the construction management of renovations to ensure that the physical and technological environments of the College promote learning, productivity, safety, and innovation.
- Strategically leads the development, implementation, enhancement, and support for College-wide recruitment, enrollment, retention, and completion plan. Integrates and oversees recruitment, registration, financial aid, and the Foundation with a focus on successful student outcomes in terms of affordability, retention, graduation, job placement, and transfer success.
- Assesses the effectiveness of enrollment services, leading data-informed planning and process improvements, and establishing and assessing student development learning outcomes.
- Oversees the development of comprehensive financial planning for students grounded in best practices and research. Works to foster a community of collaboration, service, and innovation that focuses on student success, satisfaction, persistence, completion, and successful transition.
- Responsible for the effective management of budgets, the Foundation, and developing alternative resources through grants and new revenue generation to support student access and success programs.
- Reviews, develops, maintains, and administers policies and procedures related to enrollment services and finance, as well as compliance with Foundation policies and bylaws. Ensures appropriateness of systems to support compliance functions and monitor compliance with state and federal regulations and reporting requirements.
- Through the President, provides support to the Board of Trustees, including standing committees. Represents the College and President in the community as needed and performs other duties as assigned.



The Position



Functions Reporting to the Vice President for Finance and Enrollment Services

Finance

- Accounts Payable
- Annual Financial and Regulatory Audit(s)
- Annual Operating and Capital Budgets
- Contracts and Agreements
- Foundation Accounting and Budgeting
- Insurance
- Grants Accounting and Budgeting
- Payroll
- Procurement Risk Management and Mitigation
- Student Payments and Refunds (Bursar)

Auxiliary Enterprises

- Child Care Services
- Fitness Centers
- Food Service and Vending

Construction

- Construction Management
- Facilities Master Planning

Enrollment Services

- Admissions
- Financial Aid
- Registrar (Records and Registration)
- Student Services

Foundation

- Philanthropy



The Position



Positions Reporting Directly to the Vice President for Finance and Enrollment Services.

- Bursar
- Controller
- Director of Budgets
- Director of Grants and Procurement Services
- Executive Assistant for the Vice President of Finance and Enrollment Services
- Executive Director of Enrollment Services
- Manager of Financial Operations
- Senior Director of the Foundation



The Position

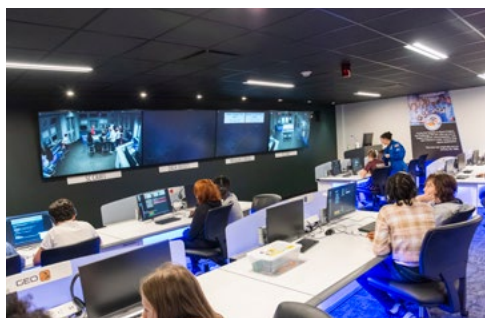


Challenges and Opportunities for the Next Vice President for Finance and Enrollment Services:

- The College will begin developing its new strategic plan in the upcoming academic year. The Vice President will play a critical role in identifying goals and strategies for the future. Related to the strategic planning effort will be the opportunity to oversee long-range financial forecasting to best position the institution for the future.
- Following several years of declining enrollment, the College is now experiencing growth. The Vice President will play a key role in sustaining this positive trend by helping to develop and implement innovative strategies focused on both recruitment and retention.
- The Vice President will work collaboratively with key stakeholders to ensure there is continuous alignment of the Foundation's goals with the College's priorities.
- The Vice President will form solid relations with the Board of Trustees, particularly those members charged with careful oversight of financial operations.
- The College must maintain financial stability in the near term, sustainability in the long term, and prosperity in the future. The Vice President is expected to identify additional financial resources required to meet the increasing needs of Montco's students and the communities it serves.
- The Vice President will use a collaborative, approachable, proactive, and transparent style of leadership that exhibits empathy, courage, and creative problem-solving in dealing with conflict and builds bridges among potentially competing interests and differing points of view.
- The Vice President will communicate openly and respectfully with all of Montco's constituencies--including students, faculty, staff, alumni, and the Board of Trustees--to clarify issues and elaborate on decisions. The position not only engages with the communities we serve but also carries state and national responsibilities, including advocacy with commissioners, legislators, grantors, regulatory agencies, vendors, and others.



The Position



Qualifications, skills, and experience sought for the position:

Minimum Qualifications

- Master's degree required in finance, business, or a closely related field.
- 10 years of progressive financial/accounting responsibility.
- Substantial management experience related to administrative and fiscal affairs in a complex organization, preferably in a community college.

Highly Preferred Qualifications

- An active CPA license is preferred but not required.
- Demonstrated Chief Financial Officer experience preferred.
- Seasoned, mid-career level, commanding, highly motivated, highly analytical.
- Experience working in a union environment.
- Experience ensuring capital projects comply with the Board of Trustees' Procurement Policy as well as GASB Standards.
- Experience with strategic planning and continuous improvement.

Application Procedures

The College offers a highly competitive salary and excellent benefits, including nominal cost-sharing rates for medical with built-in vision coverage, free dental for employees and their dependents, and flexible spending accounts. Other forms of income protection such as life insurance, short-term disability, and long-term disability are covered by the College. Additionally, the College has a robust retirement plan through TIAA in which the employee contributes 5% and the College contributes 11%. Employees receive ample time off, including sick, vacation, and holiday pay. Employees may also receive paid parental leave, free use of the College's state-of-the-art fitness center, tuition assistance both at Montco and other higher education institutions, and ongoing professional development opportunities.

Completed applications are due by October 27, 2025. To ensure full consideration, please submit: 1) a current résumé or curriculum vitae; 2) a cover letter addressing the position; and 3) the contact information for three professional references. Please submit your application securely through our website at <https://rhperry.com/MCCCVPFES>.

For further information, please contact:

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RH Perry Policy

RH Perry & Associates is committed to the highest standards of professionalism in all dealings with candidates, sources, and references. We fully respect the need for confidentiality and assure interested parties that their background and interests will not be discussed without their consent.

Montgomery Community College Policy

Montgomery County Community College will recruit on the basis of qualifications and individual ability without regard to race, color, religion, sex (including pregnancy), ancestry, national origin, age (40 or older), sexual orientation, genetic information, veteran's status, marital status, or disability.