

LEADERSHIP PROFILE

ASSOCIATE VICE PRESIDENT OF CAMPUS AUXILIARY SERVICES

April 2025



MONTCLAIR
STATE UNIVERSITY



Table of Contents

Executive Summary 3

Overview of the Position 6

How Success Will Be Defined 9

Professional Qualifications and Personal Qualities 12

About Montclair State University 13

Montclair, New Jersey 20

Procedure for Candidacy 21



Executive Summary

Montclair State University (Montclair) invites inquiries, nominations, and applications for the position of Associate Vice President of Campus Auxiliary Services (AVP). This is a unique opportunity for a seasoned leader to steer the big-picture strategy of auxiliary services, with the goal of enhancing student experience and contributing to the vitality of campus life.

Montclair State University is a nationally recognized Research Doctoral University that empowers students, faculty and researchers to exceed expectations and drive innovation. Building on 116 years of distinguished history, Montclair has 13 colleges and schools that serve more than 22,000 undergraduate and graduate students with more than 300

doctoral, master's and baccalaureate degree programs. Delivering the instructional and research resources of a large public university, Montclair provides a supportive, sophisticated and diverse academic environment. Almost two years ago, Bloomfield College officially became part of Montclair State University as Bloomfield College of Montclair State University, providing an affordable, high-quality and transformative liberal arts educational experience in a small, supportive setting with the resources of a doctoral research university.

Montclair ranks among the top 10 universities nationally for social mobility and is noted among the top 12 for its exceptional student outcomes that far exceed experts'

predictions. Montclair is a designated R2 Doctoral Research and Hispanic- Serving Institution (HSI) – and the largest HSI north of Florida and east of Chicago.

Situated just 12 miles from New York City on a beautiful 252-acre suburban campus, the University welcomes a diverse population of students representing 42 U.S. states and territories and 113 countries. As an HSI, Montclair State University serves a majority-minority student body. More than 40% of incoming first-year students are the first in their families to pursue higher education and nearly 54% are Pell Grant eligible. Montclair also ranks in the top 13% of 4,500 postsecondary institutions in the U.S. for return on investment for its students.



Reporting to the Vice President for Finance and Treasury, the AVP will oversee a budget of approximately \$30 million, of which dining services is the largest portion. The bookstore, The Montclair State University Ice Arena and student ID services are other key auxiliary areas. The AVP will collaborate closely with partners across the University, including Student Development and Campus Life and University Facilities, to ensure that services are student-centered, efficient, innovative, and aligned with institutional goals.

The AVP will take a holistic view of their core functions: the management of physical auxiliary assets and services across two campuses, and the strategic oversight, management, and long-term planning of external vendor relationships. Most importantly, regarding vendor management, they will maximize the value and revenue of existing assets and services, and they will also be adept at negotiating optimal rates with external vendors.

The successful candidate will be a

strategic and collaborative leader with a demonstrated record of managing auxiliary services within a complex institution, preferably in a higher education setting. This role oversees 11 staff that includes four student workers supporting them, and requires strong financial acumen, operational expertise, and a passion for enhancing the student experience. Experience managing relationships with external vendors, particularly dining hall vendors, is strongly preferred.

Details on how to apply can be found at the end of this document.

Overview of the Position

The Associate Vice President of Campus Auxiliary Services at Montclair State University enters at a pivotal moment of institutional growth and transformation. With a dynamic and diverse student body, the University continues to evolve in response to changing student needs, economic realities, and a competitive higher education landscape.

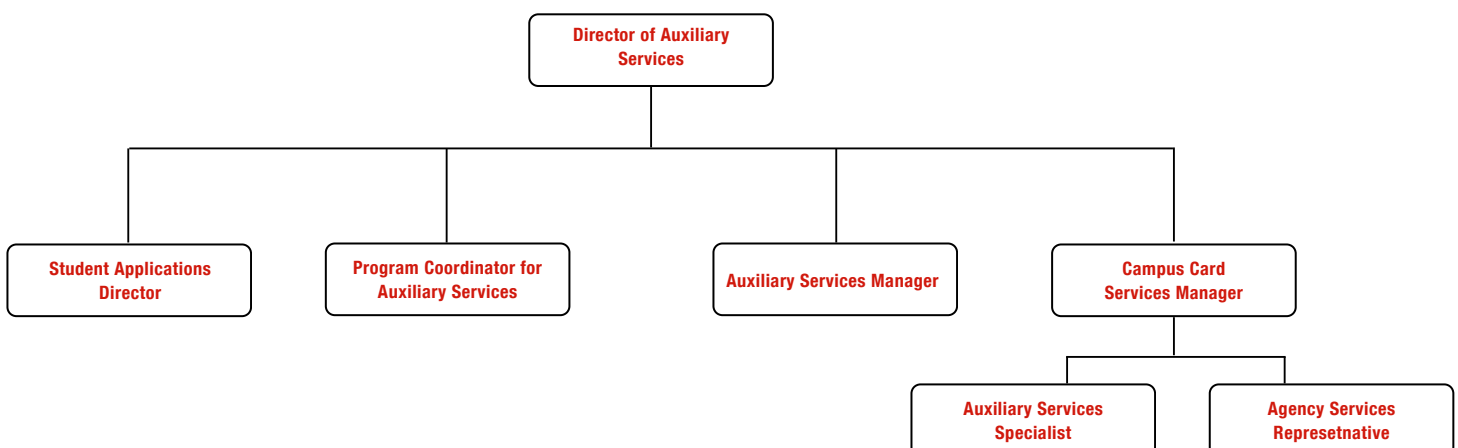
The AVP will report directly to the Vice President for Finance and Treasury, and work especially closely with their peers reporting into the Vice President (the University Controller, the Treasurer, and the AVP of Procurement Services). They will also collaborate closely with colleagues outside the finance team including those working in facilities, budget, Student Development and Campus Life, Residence Life and the General Counsel's Office.

The AVP will need to bring strong financial and analytical skills to manage complex budgets, track performance metrics to identify opportunities for growth, and develop business models that ensure both quality and cost-effectiveness.

The AVP will manage an auxiliary budget of approximately \$30 million, with:

- **Dining services** accounting for \$26M
- **Ice Arena** generating about \$3M
- **Bookstore** budgeted at \$1M
- Student ID services accounting for a relatively small allocation

The AVP will be charged with developing and executing a comprehensive strategic vision for auxiliary services that not only supports the institution's mission, but that enhances campus life and the student experience. An executive level of leadership is required to create a strategic intersection between service quality, financial performance, and student-centered innovation.



There are four student workers supporting these positions.



The AVP's team consists of eleven positions in total: seven key staff who manage physical space operations and four student workers who support them. The AVP must be able to cultivate a collaborative, inclusive, and results-driven work environment; build consensus among a variety of roles and competing interests; and inspire innovation among team members at all levels. Ensuring compliance with university policies and state and federal regulations while remaining responsive to day-to-day operational demands will be a recurring balancing act.

Building and maintaining trust with students, staff, and community members will also be an essential part of the role. The AVP will be expected to engage in regular, proactive communication with student leaders and the wider campus community to gather feedback, assess satisfaction, and adjust services accordingly. Working in close partnership with the office of Student Development and Campus Life, especially focusing on operations and strategic initiatives to align auxiliary services with institutional priorities, the AVP will help ensure that decisions affecting students, such as meal plans and other services, are inclusive, thoughtful, and aligned with student needs. For example, the ID card operations interacts with many other functions across the university as the cards control building access (including residential halls and other facilities,) and are used for cashless transactions across campus.

A critical skill needed in this role is the ability to design and implement innovative programs and operational improvements that have a direct, visible impact on students' daily lives. The AVP will be responsible for introducing strategies that improve efficiency, modernize service delivery, and align with student expectations for convenience, quality, and sustainability.

Vendor Management Strategy

The majority of Montclair's operations are handled by external vendors rather than a large internal team, so there are significant opportunities for the AVP to maximize revenue generation by building and maintaining strong vendor relationships.



The AVP collaborates closely with the VP of Finance to manage the full scope of vendor relations—from finalizing negotiations and overseeing contract renewals to guiding the Request for Proposal (RFP) process. They work together to ensure that each partnership meets operational needs and supports the broader goals of enhancing the student experience and advancing the institution’s mission.

Navigating contract negotiations and streamlining service operations will require not only business acumen, but also a commitment to equity, transparency, and value for students and staff. For example, the oversight of services at the small Bloomfield campus presents unique financial and equity challenges. The AVP must find cost-effective ways to deliver equitable services to Bloomfield despite the limited income generated by the college. Responding to this strategic concern calls for creative thinking and an approach to service delivery tailored to small-campus environments.

Dining Services

Currently, food services are provided by Gourmet Dining, which is in the second year of a seven-year contract. At \$26M, Dining Services accounts for the vast majority of the auxiliary budget. Likewise, it is the facet of student life where the AVP will have the greatest impact.

For that reason, the AVP is expected to:

- Troubleshoot meal plan issues, especially for commuters
- Handle complaints and quality assurance
- Stay intimately familiar with operations and maintain close oversight, while recognizing that the vendor holds primary management responsibility

The AVP must also have a discerning mindset, capable of balancing:

- Student experience
- Vendor cost constraints (e.g., union obligations, inflation)
- Long-term impact on retention rates



Ice Arena

The ice arena is a valuable campus property on the edge of the site, with a \$3M budget. Montclair is about to invest in a new chiller (20-30-year lifespan), with the potential to add a third rink which will create a large opportunity for further revenue and programming growth. The arena is managed by a third-party vendor.

The AVP is responsible for:

- Making the business case for continued capital investment.
- Ensuring the arena operates at maximum efficiency and strategic return.
- Exploring ways to increase usage and revenue from existing infrastructure.

Bookstore

The bookstore, budgeted at \$1M, is currently an underutilized asset. The AVP has an opportunity to reimagine its value to the institution in the long term and take a creative problem-solving approach in the near term. For example, launching a pop-up bookstore at the smaller Bloomfield campus could enhance access and equity for the population there while simultaneously reaching a new swath of prospective customers.

AVP Opportunities

- Lead the strategic transformation of auxiliary services to support institutional growth and enhance the student experience.
- Introduce innovative, student-centered improvements in dining, bookstore operations, and other key services.
- Strengthen financial performance by developing sustainable business models and leveraging vendor partnerships.
- Build trust and engagement with students and campus stakeholders through regular communication and inclusive decision-making.
- Collaborate across departments to align auxiliary services with Montclair's mission and long-term goals.
- Cultivate a high-performing, collaborative team culture while navigating regulatory compliance and operational complexity.



How Success for the AVP Will Be Defined

The ideal candidate for Associate Vice President of Campus Auxiliary Services will bring a proactive, service-oriented mindset and a commitment to collaboration across institutional divisions. Success in this role will be defined by the AVP's ability to integrate student-centered auxiliary operations with financial efficiency, innovative service delivery, and clear communication. The AVP will be expected to lead with transparency, data-informed decision-making, and a deep understanding of how auxiliary functions support both the student experience and the University's strategic goals.

Put simply, the AVP will be:

- Strategic
- Creative
- Cost-conscious
- Student-centered

As an operational manager, the AVP must think holistically about:

- Contracting
- Student experience
- Revenue optimization
- Long-term asset planning

A central challenge facing the next AVP will be the identification and management of new and sustainable revenue streams. As the cost of delivering services—particularly dining—continues to escalate, the financial gap between expenses and available resources is growing. The successful candidate will demonstrate creativity and innovation in service delivery, while maintaining a keen focus on cost control and long-term financial sustainability. Strategic contract negotiation and vendor relationship management will be essential, as will preparing for major initiatives such as a

competitive RFP for bookstore services and continued oversight of dining services contracts in a large, complex university setting.

In short, this role represents a unique opportunity for an entrepreneurial, mission-driven leader to make a lasting impact at Montclair State University. With responsibility over key services that shape the campus experience, the AVP will help define how auxiliary services contribute to student satisfaction, institutional excellence, and long-term sustainability.

Recap: Principal Duties and Responsibilities

- Develop and implement strategic plans for auxiliary services that align with the University's overall mission and vision.



- Ensure the continuous improvement of auxiliary services by developing innovative programs and initiatives that enhance student experience and campus life.
- Monitor and analyze key performance indicators (KPIs) to evaluate service quality, efficiency, and financial performance.
- Collaborate with senior leadership to align auxiliary services with institutional priorities and campus growth initiatives.
- Oversee the management and operation of key auxiliary services, including dining services, bookstore, and other related essential services.
- Develop business models that provide high-quality services while maximizing revenue generation and cost-effectiveness.
- Negotiate effectively for the University to ensure the best possible terms and results from contractors and vendors that provide the best possible services for students and staff.
- Develop and enforce policies and procedures for the efficient operation of auxiliary services, ensuring compliance with university standards and state/federal regulations.
- Develop, manage, and monitor operating budgets for all auxiliary service units, ensuring fiscal responsibility and sustainability.
- In partnership with the Student Development and Campus Life division, work collaboratively to ensure that processes, meal plan options, and other decisions affecting students are aligned with student needs and priorities.
- Collaborate with Student Development and Campus Life, University Facilities, academic units, etc. to identify and prioritize campus improvements to support and enhance operational efficiencies that improve the student experience through the integration of auxiliary services.
- Engage in regular communication with students, staff, and other stakeholders to gather feedback and implement necessary improvements.
- Manage and lead a team within the auxiliary services department, fostering a collaborative and inclusive work environment.
- Perform other duties as assigned.
- Please note that the University Administration reserves the right to add or change job duties at any time.



Near-Term Priorities

Evaluate and align auxiliary services strategy

Conduct a thorough review of all auxiliary operations, contracts, and partnerships to assess performance, cost-effectiveness, and alignment with Montclair's mission and values.

Strengthen cross-functional collaboration

Build strong partnerships with Student Development and Campus Life, University Facilities, and other departments to ensure integrated and coordinated service delivery that reflects the needs of students and staff.

Advance communication and responsiveness

Create clear channels for ongoing feedback from students, staff, and stakeholders to identify opportunities for service enhancements and drive continuous improvement.

Implement performance-tracking systems

Develop measurable key performance indicators (KPIs) and reporting structures to evaluate financial performance, operational efficiency, and user satisfaction across auxiliary services.

Ensure operational and fiscal sustainability

Review and update business models, service frameworks, and vendor management strategies to ensure responsible budget management and sustainability.

Ongoing Priorities

Lead inclusively and cultivate a strong team culture

Build and support a diverse, collaborative, and high-performing team, fostering a workplace that reflects Montclair's values of inclusion, trust, and excellence in service.

Innovate for impact and efficiency

Drive innovation in services, sustainability, and cost management.

Define a strategic long-term vision

Establish a long-term vision for auxiliary services that aligns with institutional strategic planning.



Professional Qualifications and Personal Qualities

Required Qualifications:

- Master's degree in Business Administration, Higher Education Administration, Facilities Management, or a related field.
- Minimum of five (5) years of progressively responsible experience in managing auxiliary services, preferably within a higher education setting.
- Experience in financial management, contract negotiations, and strategic planning.
- Strong leadership and organizational skills, with the ability to lead large and diverse teams.
- Excellent interpersonal and communication skills, with the ability to cultivate and maintain strong relationships across campus.

Preferred Qualifications:

- Experience managing large-scale dining, housing, and parking operations.
- Ability to innovate and improve service delivery in a university or similar setting.
- Familiarity with sustainability practices and green initiatives within auxiliary services.
- Knowledge of relevant laws and regulations impacting auxiliary services in higher education.

Compensation

The anticipated annual salary range for this position is **\$170,000-\$180,000**.



About Montclair State University

Mission Statement

Montclair State University is committed to serving the educational needs of New Jersey with programs characterized by academic rigor and currency in the development of knowledge and its applications. The University offers a comprehensive range of baccalaureate, master's and certificate programs and a focused portfolio of doctoral programs that are closely aligned with the University's academic strengths and the needs of the state.

The University recruits faculty with exceptional academic or professional credentials and a deep commitment to the pursuit of their development as teachers and scholars. The University admits to study with this faculty students who have demonstrated the potential for high achievement, diligence in the pursuit of their education and high aspirations for using their education. The University is inexorably committed

to the maintenance of a learning community that is deeply and broadly reflective of the diverse population of New Jersey.

All University programs develop in students the ability to discover, create, evaluate, apply and share knowledge in a climate characterized by tolerance and openness in the exploration of ideas. Curricular and co-curricular programs cultivate the ability to think critically, act ethically, and become informed citizen participants prepared to assume leadership roles in a democracy.

Recognizing the increasing connectedness of the world, the University ensures that all students develop an understanding of global issues and of their responsibilities as citizens of the world. The University serves as a center for the creation of new knowledge, for the development of innovative applications of existing knowledge, and for pedagogical and artistic

excellence and creativity. The University seeks to focus the professional activities of its faculty and the educational endeavors of its students on the enduring disciplines that will continue to constitute the knowledge base of an educated citizenry in the 21st century, as well as on the more specific and changing areas of study that have particular relevance to the region served by the University.

The University plays a role beyond the campus community, partnering and collaborating at the local, state, national and international levels to make positive contributions to addressing issues of importance to society, to enable students to use their knowledge in constructive ways in the world, and to share the University's rich array of intellectual and cultural resources with the people of New Jersey.

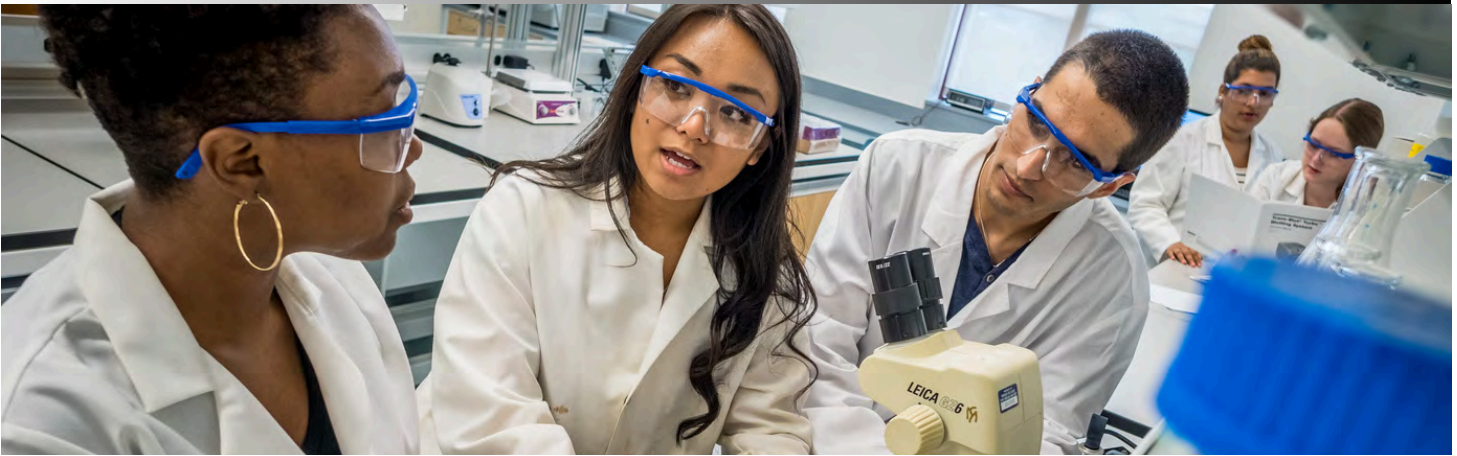


Key University Facts

- Founded as the New Jersey State Normal School at Montclair in 1908.
- Located in the New Jersey communities of Montclair, Little Falls, Clifton, and Bloomfield.
- Main campus encompasses 252 acres.
- Over 300 majors, minors, concentrations, and certificate programs.
- Over 200 degree programs.
- 22,570 total students, the largest enrollment in Montclair history with 18,062 undergraduate students and 4,508 graduate students.
- 22 residential communities capable of housing 5,200 students.
- Student to teacher ratio: 17 to 1
- Average class size: 25
- A Carnegie designated high research activity (R2) and community engaged doctoral university.
- Recent faculty awards and honors include a MacArthur “Genius” Grant, a Carnegie Fellowship, and multiple National Science Foundation Early Career Award winners.

Academics

In addition to a broad range of traditional programs, Montclair State University offers programs in more contemporary and evolving areas such as Molecular Biology, Nutritional Science, Public Health, Child Advocacy, Animation and Visual Effects, Recording Arts and Production, Data Science, Business Analytics as well as cross disciplinary programs in areas such as Justice Studies, Sustainability, Computational Linguistics, and Mathematics Education. Montclair has a doctoral program in Teacher Education and Teacher Development that is one of very few in the nation that explicitly prepares educators of



teachers. Montclair offers a PhD in Environmental Management which combines interdisciplinary research in the sciences, as well as a PhD in Industrial and Organizational Psychology, and a PhD in Clinical Psychology.

Montclair State University also offers the Au.D. in Audiology occupying one of the finest clinical and research facilities in the tri-state region. The instructional programs of Montclair are currently distributed among the following colleges and schools:

- College of Humanities and Social Sciences
- College for Education and Engaged Learning
- College for Community Health
- College of Science and Mathematics
- Bloomfield College of Montclair State University
- Feliciano School of Business
- College of the Arts
- John J. Cali School of Music
- School of Communication and Media
- School of Nursing

- School of Computing
- The Graduate School
- University College

Financial and Operational Highlights

- Montclair State University's annual operating budget for the upcoming fiscal year exceeds \$600 million and will be fully balanced.
- Despite national trends, demand for enrollment has remained strong with each of the last three years seeing record-breaking incoming undergraduate cohorts.
- To support its commitment to affordability, Montclair has consistently increased scholarship funding by more than 63% over the past five years.
- Keeping tuition affordable has been challenging in a state that historically does not fund its institutions well. While general operating support allocated by the State of New Jersey has increased under the current administration, state

appropriations fund only 21% of the operating budget today, compared to 46% in 2001.

- Credit ratings agencies continue to rate Montclair State University as a financially strong and stable university. Moody's currently rates Montclair as A2, and Fitch as A+ with a stable outlook.
- Montclair State University has enjoyed much recent success at developing additional revenue sources. Extramural research funding has trended strongly upward, reaching a record high of \$22 million received in the most recent fiscal year.
- Philanthropy is also becoming a more important source of funding. The Soar Campaign, which concluded on June 30, 2020, raised \$82 million (exceeding its goal of \$75 million). The campaign, the largest in the University's history, was fueled by gifts from 20,000 donors. It contributed to the growth of the endowment, which now exceeds \$100 million.



Leadership

Jonathan GS Koppell, President



Jonathan GS Koppell, Montclair State University's ninth president, is a nationally recognized scholar of policy, organization and management with a reputation as a visionary leader in higher education emphasizing public service and solutions-oriented engagement in the community. Before taking office at Montclair on August 2, 2021, Koppell served as dean of Arizona State University's Watts College of Public Service and Community Solutions and vice provost for public service and social impact, leading the nation's largest comprehensive public affairs college. He also led the College to significantly improve its student retention and graduation rates through new and innovative

counseling and student-support initiatives.

Noting this pivotal moment in higher education, Koppell says he sees Montclair, "with its deep commitment to serving the public interest and advancing student success, as having an opportunity to define the future."

Over the last two decades, Montclair has grown to become one of the largest and most successfully diverse public research universities in New Jersey, and Koppell plans to build on this foundation in "bold, imaginative ways that contribute to the prosperity, health and well-being of New Jersey and the nation."

Known as one of the most entrepreneurial leaders at ASU, an institution that is widely regarded as one of the nation's most innovative universities, Koppell guided Watts College to add some 20 new degree programs, greatly

expand its online offerings and global programs, launch a unique joint college in Hainan, China, and create the nation's first Public Service Academy. National rankings skyrocketed under his leadership with numerous programs now rated in the top 10 nationally. Koppell is a firm believer that public universities play a fundamental role in advancing society. At ASU, Koppell built productive partnerships with community organizations and launched innovative programs to serve the public interest, increasing student access and success, advancing diversity among the faculty and college leadership, and greatly enhancing research expenditures and philanthropic support.

Koppell also brings to Montclair a national reputation as a leading scholar of policy, organization and management. He earned doctoral and master's degrees in political science from the University of California – Berkeley and a



baccalaureate degree in government from Harvard University. At ASU he held the endowed Lattie and Elva Coor Presidential Chair as Professor of Public Administration and Policy and is a Fellow of the National Academy of Public Administration. At Montclair he is a tenured faculty member in political science.

Professor Koppell's research and writing broadly examines the design and administration of complex organizations in the public, private and nonprofit sectors. His book *World Rule: Accountability, Legitimacy and the Design of Global Governance* reveals the hidden world of "global governance organizations" such as the World Trade Organization, the International Organization for Standardization and the International Accounting Standards Board that have more effect on our daily lives than we might imagine.

Both his academic articles and

previous book, *The Politics of Quasi- Government* address many of the key policy issues of the moment; including government involvement in for-profit enterprise, regulation of financial institutions and corporate governance.

Before becoming dean at ASU, Koppell was director of its School of Public Affairs. He began his academic career at Yale University, where he held faculty appointments in the School of Management and led the Milstein Center for Corporate Governance Performance.

He serves on the boards of several nonprofit organizations and has been a visiting scholar at the Brookings Institution, a Markle Fellow at the New America Foundation and a Fulbright Lecturer in Shanghai, China. He is the author of books and articles on global governance institutions, public-private hybrid organizations and corporate governance.

Ben Durant, Chief Operating Officer and Senior Vice President for Finance and Administration



Benjamin C. Durant III, Montclair State University's chief operating officer and senior vice president for finance and administration, has cultivated a record of collaborative leadership and strategic resource management throughout his distinguished career in both higher education and local government environments. Since joining the executive team at Montclair in 2023, Durant has provided executive leadership to ensure the University's financial, administrative and operational integrity. Durant also oversees the institution's over half-a-billion-dollar operating budget, as well as



core operational areas including human resources, information technology, finance, business services and facilities

Before coming to Montclair, Durant spent 13 years in senior-level administrative roles in academia, including vice presidential roles for Guilford College, North Carolina Central University and Elizabeth City State University. A year before joining Montclair, Durant accepted a short-term position as interim chief financial officer for New Jersey City University, providing pivotal leadership as he helped the institution navigate through severe financial difficulties and develop a comprehensive plan for institutional recovery.

Durant was then selected to provide leadership over operations at Montclair due to his commitment to its mission as a public-serving institution and the deep respect he demonstrates for the work of students, faculty and staff on campus. Serving others is important to him, and his team recognized his eagerness to put his

skills and experiences to use in ensuring the long-term success of the University.

Durant's commitment to serving others – for which he credits his parents and upbringing – influences each decision he makes as a COO. After spending his childhood moving around frequently due to his father's military service, Durant and his family settled in Hertford, North Carolina, the state where Durant would remain through high school, college, graduate school and the opening stretch of his career. Inspired by his father, an Air Force master sergeant, and his mother, an eighth grade English teacher, to pursue a career in public service, Durant completed his master's in public administration at the University of North Carolina at Chapel Hill and began his career working in municipal government. He spent 13 years working for the City of Asheville, North Carolina, including several years as its chief financial officer. During his tenure his dedication to his staff was acknowledged with an Excellence

in Public Service Award for Outstanding Manager. Under Durant's leadership, the city of Asheville consistently excelled in financial management and budget reporting receiving the "Excellence in Financial Reporting Award" and "Distinguished Budget Presentation Award" from the Government Finance Officers Association on an annual basis.

Since transitioning to higher education, Durant, a change agent, takes pride in streamlining processes to achieve optimal efficiency, serving as a strategic collaborator to his team and fostering synergistic external partnerships. Additionally, his team believes financial analysis, strategic planning, careful financial reporting, and clear internal communication will help Montclair thrive in a way that makes alumni proud. Their enthusiasm to embrace innovation and maximize resources allows Montclair to provide students a client-centered experience with a tradition of excellence.



Adam W. Rathbun, Vice President for Finance and Treasury



Adam W. Rathbun, a seasoned leader with extensive financial management experience in both higher education and local government environments, joined Montclair State University as Vice President of Finance and Treasury in November 2024.

Rathbun is responsible for Montclair State University's financial health and strategic initiatives. Reporting to the Chief Operating Officer and Senior Vice President for Finance and Administration, Rathbun leads a team of over 60 employees and oversees the Finance and Treasury Department's day-to-day

functions, including treasury services, risk management, internal audit, accounting services, compliance, and procurement.

In his role, Rathbun provides strategic leadership for all centralized financial functions of the University, including the Controller's Office, Internal Audit, Procurement Services, the Office of Treasury, and Student Accounts. He plays a key role in financial planning and analysis, reporting, debt management, and contract negotiations. Rathbun's priorities include developing and executing both short- and long-term financial strategies that ensure institutional sustainability in a complex and evolving economic environment. He also leads efforts to optimize procurement processes, enhance risk management frameworks, and ensure strong internal controls across the institution's financial operations.

Rathbun has a proven track record of success in senior leadership positions in both the public and

private sectors. Most recently, he served as Vice President for Finance & Administration at Dutchess Community College. Other notable roles include Vice President of Finance and Administration at Finger Lakes Community College, Director of Finance and Business for The Pennsylvania State University's Beaver campus, Borough Manager/Treasurer for the Borough of Beaver, Operations Manager at Carnegie Mellon University, and various positions with the National Security Agency (NSA) supporting the Information Assurance Directorate and technical signals intelligence programs.

Rathbun holds a Master of Business Administration (MBA) from the University of Baltimore and a Bachelor of Science (BS) from Towson University. He served in the U.S. Marine Corps and the Maryland Air National Guard.

Visit www.Montclair.edu to learn more about Montclair State University.



Montclair, New Jersey

Montclair State University's park-like, 252-acre campus is primarily located in Montclair, New Jersey, a diverse suburban community of nearly 40,000 residents.

A picture-perfect college town, Montclair is filled with cafés and bistros, boutiques and restaurants, movie theaters and art galleries. It is home to the Montclair Film Festival, the Montclair Literary Festival and the Montclair Art Museum, which is nationally known for its diverse collections. Live theater venues include the Wellmont Theater.

Consistently named among New Jersey's best cities, Montclair is rich in cultural, recreational and

outdoor activities, including public tennis courts, skating rinks and swimming pools. Residents have access to 175 acres of parks and rivers, and a funky, eclectic downtown, complete with a robust arts scene and lots of great food.

Montclair's public schools serve students from kindergarten through grade 12, as do a number of private and parochial schools. The neighboring towns of Bloomfield, Clifton and Little Falls each offer restaurants, shops and cultural activities to explore, while Newark—New Jersey's largest city, with an international airport and large venues for professional sports and big-name concerts – is minutes away.

Montclair is a model for Sustainable Communities – designated a Clean Energy Leader by the N.J. Board of Public Utilities and a Climate Showcase Community by the U.S. EPA – with vigorous recycling and home composting programs, Environmental and Conservation Elements in our Master Plan, active bike and walk advocacy, a thriving Farmers Market in its 28th season, a Green Business recognition program, and a hub of public charging stations for pluggable electric vehicles. Montclair is just 12 miles west of New York City. Two campus train stations provide regular service into and out of Manhattan.



Procedure for Candidacy

Brettschneider Executive Search is assisting Montclair State University in this search. To submit your application, upload your resume and a letter of interest addressing the themes in this profile [here](#). Nominations, and confidential inquiries are invited to be submitted to Montclair@BrettSearch.com.

MONTCLAIR
STATE UNIVERSITY

Montclair State University is committed to providing a working and learning environment that is free of discrimination, harassment or bullying, and is inclusive and welcoming to persons from all racial, ethnic, social and cultural backgrounds. The University community is enriched both educationally and socially by the diversity of its employee and student population, and this diversity enhances Montclair's image and success as Montclair continues to grow in stature as an institution of higher education. Members of the University community bring with them a diversity of thought and experiences and, consequently, it is important that we treat each other with dignity, acceptance and mutual respect. Behavior that violates the civil and statutory rights of any individual or group, or interferes with any individual or group's ability to benefit from, or contribute to, the employment, educational, and/or cultural opportunities and offerings provided by the University, constitutes a violation of University policy and will not be tolerated.

