



## EXECUTIVE FELLOWSHIP PROGRAM

The Office of the President of Bluefield State College will conduct its Executive Fellowship Program during the Spring Semester, 2022. The program provides those chosen to serve as “Fellows” with the opportunity to engage with the College’s leadership and participate in the conduct of its administrative offices and operation.

The Fellowship program will consist of a series of required and individually designed events and activities that combine learning through a formal curriculum with actual, day-to-day experiences of the College’s various administrative units.

### **Curriculum:**

The curriculum shall include a series of readings that may include such topics as:

- College budgeting, economics and financing
- Program assessment and evaluation
- Governance and administration
- Student affairs and student development
- Athletic administration
- Community engagement
- Strategic planning

### **Experience:**

The experiential part of the program shall include working with the following:

- President/Board of Governors
- Provost
- Executive Vice President/General Counsel
- Chief of Staff
- Chief Financial Officer
- Chief Marketing Officer
- Chief Technology Officer
- Director of Alumni Affairs
- Vice President for Media Relations
- Vice President for Human Resources
- Director of Athletics



### **Assignments:**

You will be required to keep a journal of your experiences with the various administrative officers in which you will focus on:

- Your “experience” in terms of its nature and intent as placed in the proper context
- Describe the roles of the various administrators and their respective involvement in the “experience”
- Reflect upon your “experience” in terms of interactions, communications, conflict, conflict resolution, results, etc.
- The lessons you learned from the “experience”
- The extent your “experience” has changed or enforced your prior perception of the conduct of such administrative duties.

You will meet with the Provost on a regular basis to review your work and provide feedback and suggestions on your overall “experience.”

### **Final Project:**

Your final project will consist of:

1. Your journal
2. A White Paper on a topic to be determined.

### **APPLICATION:**

The Executive Fellowship Program is open to all members of the staff and faculty. Interested persons may apply by sending their CV to [OfficeofthePresident@bluefieldstate.edu](mailto:OfficeofthePresident@bluefieldstate.edu) and expressing their interest. Applicants may be required to interview prior to acceptance into the program.

Deadline for applications is December 17, 2021. The initial meeting of Fellows will be on January 6, 2022. The program will begin the week of January 24, 2022 and conclude the week of April 11, 2022.