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Portland Community College

EXECUTIVE SEARCH PROFILE

**ASSOCIATE VICE PRESIDENT OF
FINANCIAL OPERATIONS**

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The Opportunity

Portland Community College (PCC) seeks an Associate Vice President of Financial Operations. Through the College's Strategic Plan and Integrated Budget and Planning Council, we've taken intentional steps to build a budget that reflects our fiscal realities fulfilling our commitment to the people we serve. With funding challenges and new opportunities ahead in the 2025-27 biennium such as operationalizing the new Workday enterprise and financial reporting system, Portland Community College has positioned itself to meet the future head-on, ensuring our students and community have the resources needed to thrive.

The next Associate Vice President must have a deep understanding of collegiate finances, able to collaborate across all units of the College, and to communicate current financial strategic actions to both internal and external constituents. The AVP must help advance the mission and unify the College in alignment with the one-College structure to advance and achieve strategic goals.

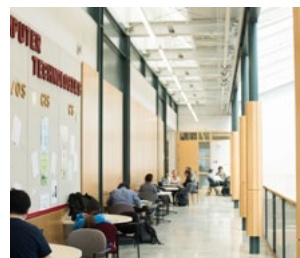


The College



As the largest post-secondary institution in Oregon, PCC serves more than 50,000 full-time and part-time students annually across a 1,500-square-mile district that spans five counties: Multnomah, Washington, Yamhill, Clackamas, and Columbia. The College advances equitable and sustainable economic prosperity for students and the greater PCC community by providing high quality education with flexible delivery methods, fostering a culture of belonging for all, being innovative and enterprising, and preparing students to thrive in work and life.

Academic and Career pathways have been created that meaningfully integrate student guidance and support throughout the College. Portland Community College is regionally accredited through the Northwest Commission on Colleges and Universities (NWCCU).





**Portland
Community
College**



The Mission

Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

President's Vision

Portland Community College, as 'the community's college', serves in excellence as a conduit of opportunity to advance learning, work-ready skills, and economic and social mobility for all. The College has adopted a robust and impressive Strategic Plan 2025-2027:

[CLICK TO LEARN MORE](#) 
Strategic Plan: 2025-2027



Portland, Oregon



With more than one million residents, the Portland metropolitan area is the most populous region in the state of Oregon. The City of Portland, located along the I-5 corridor, is a major port in the Willamette Valley, at the confluence of the Willamette and Columbia rivers in Northwestern Oregon, and is both an air and rail hub. The “Silicon Forest” is located within PCC’s service area, as are companies in the technology, manufacturing and healthcare sectors. In addition to Portland, there are several thriving, increasingly diverse cities and communities that significantly contribute to the vibrancy of PCC’s expansive service district.

An hour west is the ocean and an hour east are the mountains. The greater Portland region is renowned for livability, food and drink, and arts and culture.



Campuses



Portland Community College is accredited as one institution with four comprehensive campuses, 10 centers, and dozens of independent locations throughout the Portland metropolitan area offering courses and providing student services. These locations offer job training, specialized programs and transfer courses.

Cascade Campus

The campus is situated in the heart of the revitalized North Portland area, offering students a centralized location and ties to the many cultures represented in the surrounding community. The campus opened in 1970 and has become a focal point for programs in the arts, job training, college transfer and self-improvement courses.

Rock Creek Campus

The campus is a critical resource for Washington County and is located 12 miles west of downtown Portland. Its 260-acre campus includes woodlands, wetlands and grassland, a diverse collection of farm animals, 14 career tech programs and a 3.6-acre Learning Garden.

Southeast Campus

A rich blend of culture is reflected in the community that the southeast campus serves, including a diverse Vietnamese, Chinese, Korean, Latino, Russian and Ukrainian community. Despite its expansion, the campus maintains a small campus feel with close connections to local neighborhoods and businesses.

Sylvania Campus

The campus is located in southwest Portland between Tigard and Lake Oswego. As the oldest and largest of the PCC campuses, Sylvania has many unique features and specialized programs. An impressive fitness venue, a state-of-the-art theater facility (the Performing Arts Center), and an innovative MakerLab for students to create anything their minds can envision are just a few of the many amazing places to visit while on campus. Sylvania is the place for innovation, community collaboration and individual growth.

PCC Centers

- CLIMB Center
- Columbia County Center
- Downtown Center
- Hillsboro Center
- Maritime Welding Training Center
- Newberg Center
- Opportunity Center at 42nd Avenue
- Swan Island Trades Center
- Vanport Building
- Willow Creek Opportunity Center



History of College



Portland Community College began as the adult education program of the Portland Public Schools. In 1961, the school district established the College as a separately operating entity. In 1968, voters of the five-county area approved the formation of a new College district named the Metropolitan Area Education District. It included the school districts in Portland, Multnomah County, Lake Oswego, Columbia County, Newberg and Washington County. The voters have continuously supported the College for operation and building construction. In 1980 and 1986 they voted to increase the PCC tax base, and in 1992 they supported a \$61.4 million bond measure to expand facilities at all campuses, and repair and upgrade existing buildings. In 2000, another bond measure for \$144 million passed. In 2008, area voters approved a \$374 million bond measure, which was the largest ever in the state of Oregon at the time. The bond led to the completion of the Willow Creek Center in 2009. The energy-efficient Newberg Center opened in 2011, providing Yamhill County with a 12,000 square-foot education and community space. During the 2011-2012 school year, PCC celebrated its 50th year of serving local communities. In 2014, the College championed both the transformation of the Southeast Center into its fourth comprehensive campus, as well as the creation of the Swan Island Trades Center. The Swan Island Center houses continuing education, training, retraining and professional development for local businesses.

Also in 2022, PCC welcomed its eighth president, Dr. Adrien L. Bennings. Serving as a champion for student success, Dr. Bennings was charged with mobilizing the district under a one-College model (see Leadership section for more details on Dr. Bennings).

In October 2023, PCC celebrated the grand opening of the Opportunity Center at 42nd Avenue in Northeast Portland. The Opportunity Center is a collaborative endeavor supported by the Oregon Department of Human Services and the Native American Youth and Family Center, offering a comprehensive array of services, educational resources, and workforce development initiatives. PCC worked with Living Cully, a partnership of nonprofit groups committed to supporting the community by building economic, social and environmental opportunities, to conduct outreach to the neighborhood to plan for the resources the community needed.





The Position

Reporting directly to the Vice President and Chief Financial Officer Dina Farrell, the Associate Vice President of Financial Operations plays a pivotal role in driving institutional growth, strategic initiatives, and financial excellence. This position collaborates closely with College leadership to promote transparency, accountability, and inclusive decision-making across the organization.

The AVP collaborates with College leadership to support strategic operational initiatives and collegewide processes. This position ensures robust operational controls, administrative procedures, and reporting systems that are implemented across all units to optimize service delivery, promote financial stability, and enhance operational efficiency.

A critical responsibility includes ensuring district funds are managed effectively and reported accurately in compliance

with all applicable regulations and standards. The AVP must demonstrate cultural competency and sensitivity to the diverse needs of all College community stakeholders while promoting data-driven decision-making throughout the operational portfolio.

This position is responsible for the budget, accounting, payroll, finance for planning and capital construction, financial operations and fiscal IT planning systems. This position provides College-wide leadership, along with the Vice President, to maintain a balanced budget, develop and maintain comprehensive communication across the campus about budget issues, and aligns budgets according to the College's mission, values, and strategic plan.



The Position

Key Responsibilities

- **Financial Resilience:** Lead the College's financial preparedness and response efforts to enhance institutional resilience in the face of unforeseen challenges.
- **Strategic Budgeting and Forecasting:** Plan budgets while providing comprehensive financial forecasting models and analytics to support strategic planning.
- **Resource Management:** Optimize resource allocation to support operational excellence while maintaining fiscal responsibility and ensuring alignment with institutional priorities.
- **Strategic Collaboration and Communication:** Partner with senior leadership to develop, effectively communicate, implement, and evaluate operational strategies that advance the College's mission and strategic objectives.
- **Leadership and Development:** Provide leadership, mentorship, and supervision to departmental directors and senior officers while fostering a collaborative environment that promotes knowledge sharing and professional growth.
- **Stakeholder Engagement:** Cultivate and maintain strong relationships with internal and external stakeholders—including faculty, staff, students, alumni, and community partners—to build strategic partnerships that support College goals.

Essential Knowledge and Experience

1. **Financial Operations Oversight:** Experience with all aspects of budget and financing in the areas including:
 - a) budget management and scenario planning,
 - b) financial reporting,
 - c) payroll operations,
 - d) general ledger accounting and reconciliations to ensure compliance with GAAP standards and all federal, state, and local regulations.
 - e) external audits, audit of federal funds
 - f) overall institutional financial operations and systems,
 - g) financial management of the Office of Planning & Capital Construction

2. **Policy and Procedure Development:** Lead the identification, development, implementation, monitoring, and revision of financial policies and procedures to strengthen internal controls and operational effectiveness within the finance division.
3. **Budget Management:** Develop tuition and fee recommendations and supervise the Budget Director. Maintain regular communication with the VP CFO regarding budget challenges and opportunities to optimize resource allocation and institutional planning.
4. **Experience using and implementing analytic tools:** Create budget forecasting models for strategic planning as well as working knowledge of enrollment management and impact on budgeting;
5. **Team Leadership:** Provide strategic leadership and supervision to the finance division staff. Support team development through prioritizing initiatives, directing operations, developing talent, and evaluating performance across assigned functional areas.
6. **Strategic Reporting and Advisory:** Prepare executive summaries, analytical reports, and communication plans for senior leadership and key stakeholders. Ensure accurate preparation of CAFR and budget reports. Support the VP CFO with comprehensive documentation for College budget and finance committees while providing strategic problem-solving and maintaining transparent communication regarding compliance issues.

Specialized Knowledge and Experience

- Partner with leaders across College operations, PSEC, Academic Affairs, and Student Affairs to ensure accuracy in accounting, budget development, and financial reporting processes. Participate as an executive member of the President's Leadership Council (PLC), contributing financial expertise to institutional strategic planning and decision-making.
- Knowledge of or experience working with budget models and budget forecasting in higher education (e.g., zero-based budgeting, performance-based budgeting) and other financial strategies that align with and advance the College's mission, vision, values, and guiding principles.



The Position



- The capability to address both the financial and administrative dimensions of the College, ensuring sound financial stewardship and efficient administrative processes through the use of the Workday ERP Financial System or other equivalent ERP financial system.
- Strong understanding of the complexities and interdependencies, including academic enrollment management and student success metrics inherent in a higher education institution and its steadfast commitment to fulfilling its mission.
- Knowledge of College policies and procedures, state and federal laws affecting campus enterprise, facilities, and other comprehensive College operations.
- Proficiency in shared governance, team building, effective communication, and collaborative decision-making processes within and across division/department lines.
- Champions and advances a sense of belonging as a fundamental core value within the College community.
- Strong communication skills, both written, oral, and digital formats, are essential for engaging effectively with all key collaborators of the College community, including students, faculty, staff, and external partners. This includes the ability to convey complex information in a clear, concise, and accessible manner, as well as actively listen and respond to feedback and diverse perspectives, and providing accountability, transparency, and key information in multiple formats on websites, online (synchronous and asynchronous), and including social media as appropriate.

Minimum Qualifications

- Bachelor's degree in accounting, business, finance, or related field from a regionally accredited institution.
- A Master's degree in the field of accounting, business, finance, or a similar discipline from a regionally accredited institution or a CPA Certification is required.
- Eight years of progressively responsible professional experience in fiscal management, accounting services, financial system development and implementation, financial modeling and projections, strategic planning, and budgeting.
- Four years of management and leadership experience in higher education, government, or non-profit sectors.

Preferred Qualifications

- Experience in a K-12 or higher education financial services environment, or public sector entity.
- Experience documenting business policies.
- Experience successfully implementing or updating an ERP system for a large entity.
- Minimum of two years supervising senior-level managers or directors.

Academics



PCC offers credit courses that lead to either two-year degrees or one-year certificate programs, and also provides credit and academic non-credit short-term training, high school equivalency programs, pre-college courses, and other academic opportunities for life-long learning. Students have access to face-to-face and online learning options to give students the flexibility necessary to meet their needs.

There are approximately 90 programs offered at Portland Community College through a unique system of Academic and Career Pathways. There are six pathways that comprise the curriculum of the College and help students identify career goals. The six academic pathways are below:



1. Arts, Humanities, Communication, and Design

The programs in this pathway can lead to careers in creative professions and offer life-enriching learning that can apply toward a four-year degree.

2. Healthcare and Emergency Professions

Students can become professional healers and enter a specialized medical field with the programs in this pathway. They learn in clinical settings with advanced technology. This pathway includes a full range of healthcare programs.

3. Business and Entrepreneurship

Organizing information, improving communication, and making business decisions are central to careers in this pathway. Solving problems and achieving goals can lead to building a career in business.

4. Construction, Manufacturing Technology, and Transportation

Careers in this pathway are for people who like to work with their hands and enjoy constructing, repairing, and maintaining buildings, systems, and technology.

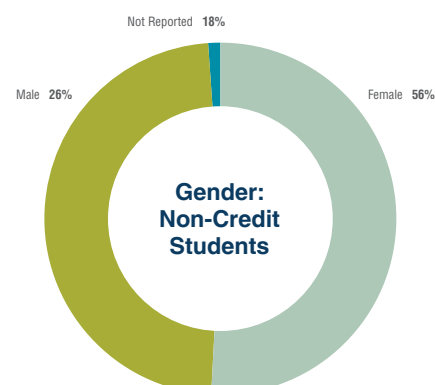
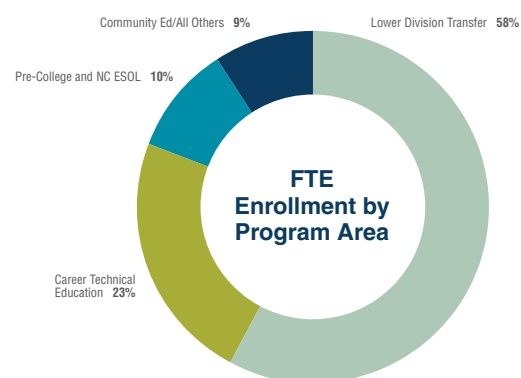
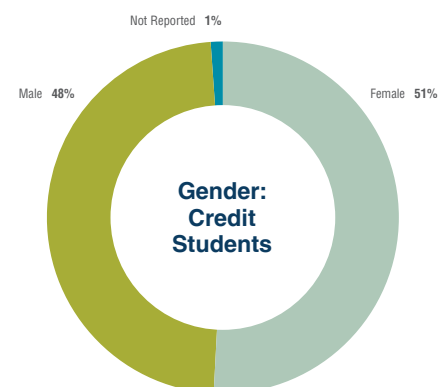
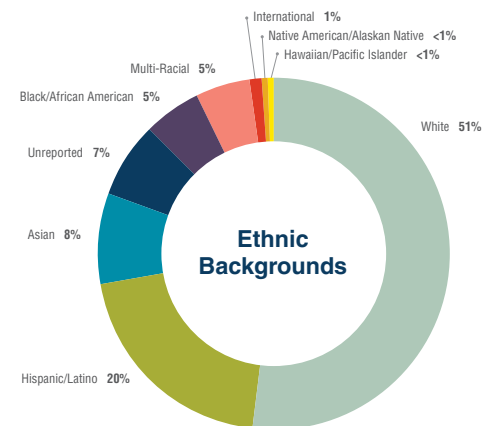
5. Science, Technology, Engineering, and Mathematics (STEM)

This pathway can help students launch their professional careers in one of these programs or earn credit with science classes that will transfer to a university.

6. Public Service, Education, and Social Sciences

The programs in this pathway can lead to a career in public service and expand knowledge of the world and society.

2023-2024 Student Profile



Annual Enrollment	53,820 Total Student Headcount 29,913 Credit Students 18,558 Non-Credit Students 19,221 Full-Time Equivalent (FTE)
Age	Credit Students: 57% <25 years - Average age: 26 years Non-Credit Students: 14% <25 years - Average age: 48 years
Gender	Credit Students: 51% Female 48% Male 1% Unreported Non-Credit Students: 56% Female 26% Male 18% Unreported
PELL Grant Recipients	33% of credit students
Enrollment Profile	42% of credit students attend Full-time 58% of credit students attend Part-time
Credential Awarded	2,719 Degrees 1,456 Certificates
Students Transfers to Colleges and Universities	6,869

2023-2024 Student Profile



Portland Community College is the recipient of several awards and designations, with the following being some of the most recent honors:

- **Financial Strength:** PCC's financial stewardship is recognized. The college earned 32 consecutive GFOA Certificates of Achievement for Excellence in Financial Reporting, honoring comprehensive reports and "full disclosure." Among 90,000 governments, only 4,300 receive this award. In 2023 S&P Global Ratings assigned its "AA+" long-term rating to Portland Community College's approximately \$225 million series 2023 general obligation full faith and credit bonds and other outstanding general obligation and limited-tax pension bonds. The S&P rating shows that PCC is fiscally responsible with its overall operations and is a good investment with its stable portfolio of debt.
- **University Pathways:** PCC and Portland State University signed an MOU to streamline transfer and boost bachelor's completion. The Strategic Transfer Excellence Plan aligns curricula, clarifies PCC courses applying to PSU majors, and strengthens advising. The agreement coordinates student supports—basic needs, mental health—and grows community partnerships.
- **Student Support:** PCC's College Access Latinx Initiative (CALI) is a finalist for the 2025 Examples of Excelencia, recognizing intentional support for Latiné students. CALI offers first-year guidance, mentoring, a laptop, and connections to college and community resources. It fosters inclusive spaces, strengthens family engagement, and centers DREAMers, DACA recipients, and mixed-status students, advancing certificate, degree, and transfer success through culturally responsive practices.
- **Cost Savings:** PCC's Open Educational Resources initiative eases costs for students by replacing commercial textbooks with free, adaptable materials. Since 2015, collaborative efforts by faculty, librarians, administrators, and students have saved over \$38 million—supported by \$13 million from Open Oregon Educational Resources. 475 instructors and staff use OER, avoiding textbook costs of \$100–\$300 per course while maintaining quality and flexibility.
- **Sustainability Awards:** The college is a top performer in AASHE's 2025 Campus Sustainability Index for Associate and Short-Cycle Institutions, reflecting environmental leadership. In March, PCC earned a STARS Gold rating, with special recognition in Buildings & Grounds, Procurement and Waste, and Innovation—highlighting the Basic Needs and Sustainability Leadership program. STARS evaluates academics, engagement, operations, planning and administration, plus innovation and leadership, guiding progress.
- **PCC Foundation:** The PCC Foundation was supported by 1,541 donors in 2023-24, which bolstered scholarships, emergency aid, workforce development and Future Connect. The generous support allowed the PCC Foundation to award \$2.3 million in scholarships, more than ever before. As of June 30, 2024, the PCC Foundation had 250 individual scholarship funds.

Leadership

Adrien Bennings President

Dr. Adrien Bennings joined Portland Community College in the summer of 2022 as the College's eighth president, making her PCC's first permanent female president in its history.



Before coming to Portland, she served as the president of Kellogg Community College, one of 28 community colleges in Michigan whose service region spans three counties. She was also the president of the Kellogg Community College Foundation, helping to lead the foundation's strategic planning and fundraising activities, and advocating for equity, diversity, and inclusion.

Prior to joining KCC, Dr. Bennings was the vice president of administration and finance and chief financial officer at Clovis Community College in New Mexico. Prior to this, she served as regional director of small business development at Texas Tech University where she advanced economic development initiatives spanning a 16-county area. Additionally, she serves as a certified peer reviewer for the Higher Learning Commission.

Dr. Bennings' educational background includes a Doctor of Philosophy in Higher Education Administration from Texas Tech University; a Master of Science in Business Administration with a Human Resources concentration from Wayland Baptist University; and a Bachelor of Science in Agricultural Development from Texas A&M University.

For more information on President Bennings, please visit:

[CLICK TO LEARN MORE](#) 
President Bennings

Vice President and Chief Financial Officer Dina Farrell

Dina Farrell serves as Vice President and Chief Financial Officer of Finance and Business Services at Portland Community College in Portland, Oregon. She joined PCC in 2017 as Budget Director and was appointed Associate Vice President of Finance in 2019 before advancing to her current role. In this capacity, she leads comprehensive Finance and Business Services operations, including Accounting and Financial Reporting, Budget, Grants and Contracts Management, Procurement, Risk Management, Finance Applications/IT, Payroll, Accounts Payable, Accounts Receivable, Investments, and the Bursar/Treasury area.



Ms. Farrell brings over 25 years of distinguished experience as a Finance and Administrative Services Director across diverse public organizations in Oregon, spanning K-12 education, higher education, healthcare, research institutions, intergovernmental agencies, and county government services. Throughout her public sector career, she has successfully overseen Financial Planning and Human Resource Services, consistently leading organizations to achieve the GFOA Award for Excellence in Financial Reporting.

As Vice President, Ms. Farrell has been responsible for the work of the Fiscal Sustainability Action Plan and the launching of the Integrated Budget and Planning Council. Her division has received the GFOA Certificate of Achievement for Excellence in Financial Reporting. She has positioned the Finance & Business Services department as a valuable partner in College and strategic planning, resource allocation, and continuous improvement initiatives that support fiscal sustainability, economic development, and equitable student success. She is a passionate advocate for process improvement and delivering exceptional internal and external customer service, with a focus on building efficiencies that align with growing enrollment and support equitable student outcomes for PCC's diverse student body.

Ms. Farrell is a NACUBO Fellow and received the prestigious Cam Preus Award for Extraordinary Commitment to Community Colleges in 2023. She earned her undergraduate degree in Business Administration with a double major in International Affairs from Lewis & Clark College in Portland, Oregon, and her MBA with Honors from Willamette University in Salem, Oregon.

Board of Directors, Portland Community College

The PCC Board of Directors consists of seven members elected by zones to four-year terms who are entrusted with governing the College. The board supports the mission and advances the vision of the College, serves as a liaison between the College and the community, and sets policies, among other responsibilities.

[CLICK TO LEARN MORE](#) 
For Board Responsibilities



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Application Procedures

For best consideration, completed applications are due by Fri, December 19, 2025. To ensure full consideration, you will be required to submit: (1) a current resume or CV; (2) a cover letter that addresses the essential functions, qualifications, and experiences of the position; and (3) contact information for three professional references. Submit your application securely through our website at <https://rhperry.com/pccavpfinance>.

This position is located at our Downtown Center (722 SW 2nd Ave, Portland, OR 97204) Monday through Thursday and remote on Friday. A start date on or before March 2026 is preferred for the incumbent to participate in updating the campus' Fiscal Sustainability Action Plan and to begin preparing the campus' 2027-2029 biennium budget.

For Further Information Contact:

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RH Perry Candidate 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.

Portland Community College Non-discrimination Policy

The College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with applicable provisions of the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws.

Work Environment and Physical Requirements

This job operates in a professional business office environment at a PCC Center in downtown Portland, with frequent interruptions and irregularities in work schedule. While performing the duties of this job, the employee is regularly required to maintain a stationary position for long periods of time (sitting or standing); communicate with employees, partners, and key collaborators; and operate a computer to develop work products, communicate, and carry out responsibilities. Occasionally the employee is required to travel to other campuses to attend meetings, access items, and utilize equipment, and, rarely, move or transport items up to 10 pounds. Ability to provide own transportation to and from campuses and/or offsite functions may be required.

Portland Community College is committed to hiring and retaining a diverse workforce. We are an Equal Opportunity Employer, making decisions without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or any other protected class.

www.pcc.edu