University of Saint Joseph
Connecticut

Provost

PROFILE



OPPORTUNITY AND POSITION SUMMARY

The University of Saint Joseph (USJ) seeks an innovative and collaborative leader to provide vision and thoughtful oversight of all aspects of academic life at the University.

At a pivotal moment in its history, USJ offers its next Provost the opportunity to help shape the future of a financially strong, mission-driven institution committed to academic excellence, professional preparation, and student success. Guided by USJ's institutional positioning "Educated to do well. Empowered to do good.," the Provost will ensure that USJ maintains high-quality academic programs consistent with its Mercy heritage and aligned with student demand and workforce needs; extend academic partnerships with regional healthcare, corporate, and social service entities; nurture positive and productive relationships among faculty, staff, and students; and be a visible presence in University life.

The Provost will be a key member of the University's leadership team, working closely with President Rhona Free and senior leadership to advance USJ's strategic goals. As the University approaches the conclusion of its 2020-2028 Strategic Plan, the next Provost will play a key role in shaping and advancing future institutional priorities. Central to this work is solidifying USJ's reputation as Connecticut's premier small, values-based university preparing students for professional success, purposeful lives, and ethical leadership. The Provost will help advance the University's strategic goals by strengthening academic programs in healthcare, human services, education, business, and other professions; integrating the liberal arts and USJ's Mercy heritage throughout the curriculum; leveraging the benefits of USJ's location near major corporate headquarters, healthcare facilities, and recreational and cultural resources; developing distinctive academic and co-curricular programs; promoting faculty excellence in teaching, research, and scholarship; and meeting the evolving needs of diverse student populations. The new Provost will be a seasoned leader from a setting that puts student success as the primary focus. They will have extensive experience with discipline-specific accreditation; familiarity with the complexities of training healthcare professionals; enthusiasm for nurturing and promoting faculty research and grants; financial acumen; the ability to embody and promote the University's mission; an appreciation for the importance and value of shared governance; and a record of developing and launching academic programs and initiatives. Working closely with colleagues in Enrollment Management, Institutional Advancement, Finance, Student & Campus Life, Athletics, and Marketing & Communications, the Provost will demonstrate extraordinary communication skills and the ability to foster cooperation and a shared commitment to USJ's Mercy heritage.

With small, in-person classes, a self-contained campus, and a core value of hospitality, USJ is committed to high expectations balanced by patience and compassion. The Provost will support this approach by ensuring that students and faculty have the resources and support they need to be successful, while balancing academic priorities with available resources.

As Chief Academic Officer, the Provost leads the Deans of the School of Arts, Sciences, Business and Education, the School of Interdisciplinary Health and Science, and the School of Pharmacy and PA Studies and oversees academic support services including advising, tutoring, library, registrar, and career development. The Provost has oversight of two laboratory schools – the School for Young Children and the Gengras Center – and holds responsibility for all academic programs and services.

THE ROLE OF THE PROVOST

The essential duties and responsibilities of the Provost include the following:

- Manage Academic Programs, Resources, and Services
- Lead and supervise the Deans and academic leadership team, setting and achieving goals for student outcomes.
- Develop and expand the academic portfolio beyond the University's current reputation, building strength in pre-professional programs while ensuring that the liberal arts are part of every undergraduate student's experience.
- Build and steward strategic partnerships with employers, health systems, community colleges, and community organizations that expand learning, career, and enrollment opportunities.
- Serve as senior staff liaison to the Board of Trustees' Academic Affairs Committee.
- Collaborate with the Division of Student & Campus Life to develop co-curricular activities and promote alignment of academic scheduling with co-curricular activities, including athletics.
- Oversee faculty and academic staff recruitment and development.
- Provide recommendations to the President on academic appointments, tenure, and promotion matters.
- With the Office of Institutional Effectiveness, coordinate academic program review and accreditation.
- Collaborate with Deans, Department Chairs and the Teaching and Learning Center in the review, study, and development of curriculum and the improvement of instruction.
- Continue the development of the academic infrastructure, improving and regularizing processes and procedures for faculty and staff, and orchestrating shared governance.
- Lead academic strategic planning linked to budgeting; identify and balance priorities.
- Oversee academic special events and ceremonies.

ADVANCE THE STRATEGIC PLAN

The University's current 2020-2028 Strategic Plan will be reviewed and updated as it approaches its conclusion. The Provost will work closely with the other University leaders, Deans, faculty, staff, and Trustees in this process and will ultimately take the lead in implementation of key areas of the Plan.

Central to the goals of the current Strategic Plan is the vitality of the residential campus. The Provost will continue to work with faculty and campus partners to strengthen these connections between academic and student/campus life and promote programming and a culture that ensures a highly visible faculty presence on campus.

SET AND EXECUTE ACADEMIC PORTFOLIO STRATEGY

USJ has achieved enrollment and financial goals by being nimble — rapidly but thoughtfully developing or modifying academic programs to meet student and workforce needs, taking advantage of its location that offers abundant pre-professional educational opportunities, and offering a traditional in-person campus experience with strong athletics and co-curricular programming. In partnership with Enrollment Management, Finance, and Marketing & Communications, the Provost will evaluate academic programs against student demand, competition, workforce needs, quality, and financial contribution, and take appropriate action.

The Provost will bring strategic and data-informed discipline to the suite of academic programs offered, balancing in-person, hybrid, and virtual classes; investing in what is working and has room to grow; and consistent with approved policies, consolidating or sunsetting what no longer serves students or the University.

The Provost will ensure that the liberal arts remain the foundation of undergraduate programs. Review and revision of the Core Curriculum (general education requirements) will be a focus for the 2027-2028 academic year.

LEAD AND DEVELOP THE FACULTY

The Provost will work with the Deans and faculty to build a culture that is both supportive and accountable - clarifying policy and practice; establishing consistent and equitable standards for workload, compensation, stipends, and course release across Schools; and investing in professional development that results in excellent teaching, scholarship, and research. With support from the Career Development Center, the Provost will ensure that post-graduation outcomes and preparation continue to be a high priority of all faculty.

ADVANCE STUDENT SUCCESS AND CAREER READINESS

USJ's primary measure of success is the success of its students: persistence, graduation, licensure pass rates, and post-graduation careers and graduate program enrollment. The Provost will oversee the academic contribution to retention and degree completion, in part by ensuring that student support services are designed and offered at times, in places, and in modalities to meet the needs of the entire student body. Support for these efforts is provided by the Director of Career Development and the Assistant Dean who serves as director of the Teaching and Learning Center.

The Provost will play a key role in maintaining USJ's emphasis on pre-professional experience by building new partnerships, supporting faculty pursuit of grants, and assisting in the management and development of campus facilities for teaching and research.







Professional Qualifications and Personal Qualities

Education and Experience

- Minimum five years of progressively responsible experience in academic administration
- A record of teaching, scholarship, and service that merits appointment at the full professor level
- An earned doctorate or other appropriate terminal degree from an accredited institution
- A record as an academic administrator who has led significant programmatic growth
- Experience with national and specialized accreditation as well as state licensure and in structured program review for non-accredited programs
- A record of financial acumen with demonstrated experience in budget control
- Experience in academic and overall strategic planning and the proven capacity to implement complex, time-sensitive projects as well as broad strategic initiatives

USJ seeks a Provost who will embrace and uphold the University's Mission and Core Values and who will maintain an overriding focus on student success.

The successful candidate will have a record that demonstrates:

- Leadership and vision
- Advocacy for a university mission
- Leadership for faculty
- Interpersonal and communication skills
- Commitment to shared governance
- Entrepreneurial spirit

The University

USJ was founded as Saint Joseph College in 1932 by the Sisters of Mercy of Connecticut, who set out to establish the first college for women in the Hartford area and develop a curriculum that balances professional studies with the arts and sciences, and emphasizes service to others. USJ's academic offerings have expanded considerably since its founding.

In addition to undergraduate programs for full- and part-time students, graduate master's and certificate programs were introduced in 1959, followed by professional doctoral degrees in 2011. The University also operates two laboratory schools—the School for Young Children, established in 1936, a nationally-accredited preschool; and the Gengras Center, established in 1965, a school for elementary, middle, and high school students with special needs. Both provide valuable educational and professional learning opportunities for USJ students.

As the University became fully coeducation in 2018 it maintained its balance of professional preparation with a strong foundation in the liberal arts. Academic and student life at USJ remain rooted in the Catholic Intellectual Tradition while welcoming students of all ages, races, religions, and cultures. USJ's Mission and Core Values continue to shape a campus culture that is welcoming, hospitable, and respectful, and an academic community that is committed to rigorous education, compassionate service, and the development of the whole person.

Mission

The University of Saint Joseph, founded by the Sisters of Mercy in the Catholic tradition, provides a rigorous liberal arts and professional education for a diverse student population in an inclusive environment that encourages strong ethical values, personal integrity, and a sense of responsibility to the needs of society.

Core Values

- **Development of the Whole Person**
- **Compassionate Service**
- **Academic Excellence**
- **Respect/Integrity**
- **Hospitality**
- **Multiculturalism/Diversity**
- **Catholic Identity**

ACADEMICS

The University offers academic programs within three Schools: the School of Arts, Sciences, Business, and Education; the School of Interdisciplinary Health and Science; and the School of Pharmacy and PA Studies. The School for Young Children, the Gengras Center, the Art Museum, and the Center for Student Research & Creative Activity provide opportunities for applied learning across many disciplines.

USJ offers intimate learning environments centered around an average class size of 14 students and a 9:1 student-to-faculty ratio. USJ integrates hands-on, experiential learning across the curriculum through clinical rotations, fieldwork, student teaching, collaborative student/faculty research, and internships. The Greater Hartford region provides ample opportunities for guided pre-professional experience near campus, while partnerships with organizations across the country ensure a diverse set of options.

LEADERSHIP AND GOVERNANCE

USJ is governed by a Board of Trustees and is a sponsored ministry of the Sisters of Mercy through the Conference for Mercy Higher Education. The faculty participate in shared governance through a Faculty Committee of the Whole. A Council on Staff Affairs supports staff engagement in decision-making. Several organizations, including the undergraduate Student Government Association, provide avenues for student input.

The Provost reports directly to the President and serves as a member of the President's Cabinet. The current Provost has held the role since 2011 and will return to the classroom next year.



USJ STUDENTS

In Fall 2026, USJ enrolled 854 undergraduates, 774 master's students, and 105 doctoral students. With a focus on enrolling students who are likely to be successful in a rigorous academic environment, USJ's third-semester undergraduate retention rates have remained strong, averaging more than 81% over the last three cohorts. The four-year graduation rate for the 2021 cohort was 61% while the six-year rate for the 2019 cohort was 62%.

Among undergraduates, 37% are male and 82% are from Connecticut. In Fall 2025, 37% of first-time, full-time undergraduate students received a Pell Grant.

Residential Life: USJ has experienced tremendous growth in its residential population, with campus residence halls at 98% capacity. Residential options have been expanded to include nearby off-campus housing managed by the University. Approximately 59% of all undergraduate students, and 70% of first-time and new transfer students live in University-operated housing.

Athletics: An NCAA Division III institution, USJ is home to 16 varsity teams that compete primarily in the Great Northeast Athletic Conference. In Fall of 2026 there are 377 currently active student-athletes including 181 new first-time or transfers. USJ's men's and women's basketball teams, the men's soccer team, and the softball team have won conference championships in recent years and advanced to the NCAA tournament.

Campus Ministry: Campus Ministry at USJ fosters spiritual growth, community service, and interfaith dialogue in keeping with the University's Catholic and Mercy traditions. Mass is held each Sunday during the academic year in the Connor Chapel of Our Lady. A multifaith Prayer Room provides a dedicated space for prayer and reflection across diverse traditions.

Interfaith and Cultural Programming: USJ offers programming that celebrates religious and cultural traditions and fosters dialogue across its community including World Hijab Day, Interfaith Seder, Holi and Diwali, Ramadan Potluck, and Día de Muertos.

Service: Student service and volunteerism at USJ are rooted in the Mission and the Critical Concerns of its founders, the Sisters of Mercy, emphasizing compassionate service and social justice. The Office of Community Service promotes service as an integrated part of the academic and co-curricular experience, helping students connect classroom learning with local outreach. The office coordinates service projects, food and holiday drives, shelter outreach, and spiritual/faith-based community connections. Certain academic programs, such as PA Studies and Pharmacy, maintain structured community service requirements.

Alumni: Having been a women's college from 1932 to 2017, USJ's alumni community includes a rich legacy of women leaders within a growing, diverse network. Among those community leaders, educators, and public figures are U.S. Representative and 2016 National Teacher of the Year Jahana Hayes, M'12; Virginia State Senator Barbara Favola '77; 18th Chief of the Mohegan Tribe and former Treasurer of the United States Marilynn Malerba '83; former Connecticut Representative Evelyn Mantilla '15; former Connecticut Secretary of State Maura Melley '73; and former Hartford Mayor Antonina Uccello '44, the first woman to be elected mayor of a U.S. state capital city.

CAMPUS LOCATION

West Hartford, Connecticut

West Hartford is a vibrant, densely populated suburban community in Hartford County, Connecticut. Offering an appealing combination of residential neighborhoods, cultural attractions, restaurants, shopping, and recreational options, it is widely recognized as a premier place to live in the Northeast. The town spans 22.2 square miles with a population of approximately 64 thousand residents.

West Hartford Center and nearby Blue Back Square form the heart of the community, with walkable streets, boutiques, global restaurants, cafés, and lively nightlife. West Hartford is home to highly-rated public and private elementary through high schools. Cultural attractions including the Noah Webster House and Playhouse on Park complement the town's many parks, trails, and recreational facilities. West Hartford offers convenient access to Bradley International Airport and the broader New England region, with Boston and New York City within two hours by car or train.

West Hartford is ranked #19 nationally and #1 in Connecticut/Northeast by ***U.S. News & World Report,*** #2 in Connecticut and #1 in Hartford County by ***Niche,*** #1 college boomtown by ***MoveBuddha,*** and a Top 50 pick by ***MONEY.***

USJ is about three miles from the center of Hartford, Connecticut's capital city. Hartford is home to some of the state's largest corporations, including The Hartford, Travelers, Hartford HealthCare, and Hartford Steam Boiler. It is also the heart of the Capitol Region's arts and entertainment scene, hosting hundreds of events each year and home to a wide array of restaurants, bars, clubs, theaters, museums, and other attractions.



THE USJ CAMPUS

The University of Saint Joseph sits on a 90-acre suburban campus located just minutes from the state capital. A quintessential New England campus, it features traditional architecture, green spaces, and a walkable layout designed by the Olmsted Brothers. The University has maintained its distinctive Georgian brick architecture in most of its 19 buildings arranged around two tree-lined quadrangles.

The campus includes six residence halls, a library, student life building, administration and classroom buildings, and an arts center with a theater and art museum. Specialized academic facilities include a Nursing Education and Simulation Center that holds a METIman® Simulation Manikin, life-like skills training simulators, Victoria® Birthing Simulator, full array of health assessment technology, Pediatric high-fidelity simulator, multiple task trainers, Vital Sim, and an ambulance simulator. Comparable resources exist in the PA studies, Pharmacy, and Exercise Science areas.

Athletic and recreational facilities include the O'Connell Athletic Center, which features a fitness center, indoor track, six-lane pool, two gymnasiums (including the James A. Calhoun gym named after the founding men's basketball coach), a varsity weight room, and locker rooms. The outdoor athletic complex includes six tennis courts; a turf field for soccer, lacrosse, and field hockey; a turf softball field; and a turf baseball field.

USJ's on-campus Art Museum houses a collection of more than 2,800 works of fine art, changing installations, a print study room, and an outdoor sculpture exhibition. The museum is accredited by the American Alliance of Museums (AAM).









FISCAL HEALTH

USJ is in excellent fiscal condition with solid financial metrics characterized by consistent operational surpluses, low liabilities relative to its asset base, and strong philanthropic support. Every year from FY2016 to FY2025, USJ has generated positive net revenue.



Key Fiscal Metrics

- **Positive Net Income:** For the fiscal year ending in 2025, USJ reported total revenue of $103.3 million against expenses of $93.0 million, netting a positive income of approximately $10.3 million.
- **Strong Asset-to-Debt Ratio:** The University maintains a healthy balance sheet with $166 million in total assets compared to $53.2 million in total liabilities.
- **Record Fundraising:** In its 2025 Annual Report, USJ highlighted its most successful fundraising year in institutional history, bringing in more than $9.4 million in charitable contributions.



USJ's concentration in high-demand fields such as Nursing and Health Sciences has contributed to relatively stable tuition revenue. Relative to similar small universities, USJ has diverse revenue streams and is less tuition-dependent.

PROCEDURE FOR CANDIDACY

Inquiries, nominations, and applications are invited. Interested individuals should provide a letter describing their interest in and qualifications for the position, a curriculum vitae, and the names and contact information of five professional references. This search will be conducted maintaining full confidentiality of all candidates until the campus visit; references will not be contacted without the prior knowledge and approval of the candidate. Applicants must be authorized to work for any employer in the U.S. The University is unable to sponsor or take over sponsorship of an employment visa at this time. For full consideration, candidates are urged to submit their materials as early as possible and no later than November 20, 2026. Ideally the next Provost will assume the role on July 1, 2027.

COMPENSATION

The University of Saint Joseph offers a competitive compensation package, including a salary commensurate with qualifications and experience. In compliance with Connecticut's pay transparency law, the annual base salary range for this position is $260,000–$290,000. The University of Saint Joseph considers factors such as (but not limited to) the scope and responsibilities of the position, relevant work experience, education, specialized skills, internal equity, and external market data when extending an offer. The final salary is determined by the Human Resources Office based on these factors. This range reflects base salary only and does not include benefits or other compensation. USJ faculty and staff work on campus. Benefit-eligible employees can participate in the University's health and welfare benefits program, including medical/dental insurance, and retirement plan (403b) matching, subject to the terms and eligibility requirements of the plan. To learn more about employee benefits, click here.

To apply, click here.



Thank you