



## **Leadership Profile**

**Vice President for Business and Operations**



**Gordon State College, a member of the University System of Georgia with a distinct legacy of scholarship and service, invites nominations and applications for the appointment of a Vice President for Business and Operations.**

## About Gordon State College

### History

In 1832, a group of Barnesville, GA area farmers came together to solve a need to educate their children. Starting in a frame schoolhouse, the school known as the Barnesville Male and Female High School was officially chartered in 1852. Twenty years later, the school was named the Gordon Institute in honor of General John B. Gordon who served Georgia during three terms in the U.S. Senate and two terms as governor. In the 1960s, when faculty member Faith Porch looked back at the school's history, she described its story as being about "ordinary men and women with a purpose." Indeed, the desire to educate has been the driving purpose of the institution since its earliest days. The institution has never shut its doors, even when faced with the extraordinary situation of a civil war, two world wars, and a worldwide pandemic. In fact, Gordon is the third oldest institution in the University System of Georgia (USG). In 1890, the Reserved Officers' Training Corps came to Gordon which led to its designation as an honor school of the U.S. Army. Cadets came from across the United States and South and Central America, and for 82 years, Gordon Military students were a vital part of the country's military efforts. This military program, with its investment in housing, would later

### Vision Statement

Gordon State College will create a vibrant community that nurtures academic and personal growth, inspiring students to serve as leaders in both the surrounding community and in the world beyond.

### Mission Statement

Gordon State College provides a supportive learning environment where students can grow academically and personally, preparing them for success in life and for making positive contributions to regional workforce needs.

### Core Values

- Commitment to Excellence - Prioritize high standards in all endeavors, striving for distinction in education, research, and community engagement.
- Student Success - Focus on enhancing regional workforce by effectively preparing students for successful careers, thereby ensuring a substantial return on their educational investment.
- Innovation and Creativity - Encourage creative thinking and innovative solutions, driving progress and adapting to the evolving needs of our society and the wider world.
- Belonging - Embrace and celebrate multiple perspectives, fostering an environment that enriches learning and promotes respect and understanding.

allow Gordon to build a residential life program, even as a two-year “junior” college. In 1933, the school - then known as Gordon Military High School and Junior College - moved to its current campus in Barnesville. After facing financial and enrollment challenges in the late 1960s and early 1970s that threatened its continued existence, Gordon joined the University System of Georgia as a two-year college, Gordon Junior College, in 1972. The military program ended, and the high school and lower school programs separated from the institution at that time. Gordon’s quality nursing program soon became vital to the region’s healthcare, and the College’s affordability meant many students could reduce their overall cost of college by completing their core courses near their homes. Gordon was later designated a state college in 2006. When Georgia needed teachers in 2006, Gordon State widened its purpose to become a baccalaureate degree-granting institution awarding its first baccalaureate degrees in 2010. Multiple degree programs followed, each built to address a need in the workforce. Alongside the College’s faculty and staff, the men and women of the College’s supporting foundation have labored to increase its endowment, making college more affordable for students.

Despite the many changes, Gordon has kept its purpose at its center, changing and adapting to meet the needs of the regional workforce, allowing students to achieve a quality education and make better lives for themselves and Georgia. Faith Porch’s observation about the history of Gordon State College holds true after 174 years of educating students from all walks of life to live fulfilling and productive careers. It will continue to do so tomorrow and into the future for all who come seeking their own personal purpose.

### **Gordon State Today**

Gordon State (Gordon; College) is a student-centered regional public college within the University System of Georgia. Since joining the USG, the College has undergone tremendous growth and change. Gordon serves over 3,100 students with a capacity for more than 800 to live on campus. The College is recognized for its accessible and affordable education, dedicated faculty, strong student support services, and commitment to fostering personal growth, leadership, and community engagement. Located a little more than one hour south of Atlanta, the



attractive campus is a cultural hub for the region and a vital partner and resource to the economic and workforce development of its 14-county primary service area.

The College encompasses three schools: the School of Business and Professional Studies; School of Education, Arts and Humanities; and School of Nursing, Health and STEM. Within these schools, Gordon offers an intimate academic setting in state-of-the-art classrooms and laboratories. The College offers eleven (11) four-year degrees and nine (9) associate-level degrees, which include numerous concentrations, pathways, and certificate programs designed to support academic achievement, career readiness, and regional workforce development. The College also offers a robust transfer program. In this setting, students receive individualized attention that only a small college with dedicated faculty and staff can provide.

As Gordon has grown, so has its resources. The Gordon State College Foundation endowment now exceeds \$21 million. The campus spans more than 235 acres in the heart of Barnesville. There are residence halls, an alumni house, a Student Center with a dining hall, a state-of-the-art Nursing and Allied Health Sciences

building, and a one-stop enrollment services center. In 2015, the 56,000 square foot Student Recreation and Activity Center opened, and in April 2016 the campus celebrated the newly renovated Dorothy Hightower Collaborative Learning Center and Library. Through strategic initiatives focused on student achievement and workforce development, Gordon State generated an economic impact of more than \$135 million and supported approximately 872 jobs in central Georgia during fiscal year 2025.

Gordon competes in intercollegiate athletics in the Georgia Collegiate Athletic Association (GCAA) under the auspices of the National Junior College Athletic Association (NJCAA). Club sports are also offered to allow student-athletes the ability to play at a competitive level without the commitment generally required for a sport governed by the NJCAA. Additionally, the College offers various student engagement activities through more than 25 clubs and organizations.

For more information about Gordon State College, please visit: [www.gordonstate.edu](http://www.gordonstate.edu)



### **Dr. Russell Crutchfield, President of Gordon State**

The Board of Regents of the University System of Georgia appointed Dr. Russell Crutchfield as the President of Gordon State effective Aug. 1, 2026. Prior to his appointment, Dr. Crutchfield served as the chief operating officer in the Office of Georgia Governor Brian P. Kemp, bringing nearly 20 years of experience managing Georgia's state government operations and relations. Previous to his position in the Governor's office, he served as chief of staff and associate vice president at the University of West Georgia (UWG)

A UWG graduate, Dr. Crutchfield spent much of his career in higher education as a member of the university's executive leadership team, including serving as chief of staff and associate vice president. Among other duties, he managed operations for the UWG Newnan campus, directed government and external relations, oversaw the Office of Public Service and guided regional economic development strategy. During his tenure, UWG was named a best college in the Southeast by the Princeton Review and ranked second in the state for social mobility by U.S. News & World Report. He originally began his career at UWG as the government and external relations special assistant to the president.

Before returning to his alma mater, Dr. Crutchfield spent years in administrative and policy roles within key state agencies. At the Georgia Department of Public Health (GPH), he served as director of strategic priorities, deputy chief of staff, and principal policy advisor to the commissioner. As the department's first government relations director in 2011, Dr. Crutchfield helped launch its health informatics, healthy aging, and telehealth programs while modernizing the Office of Vital Records during his tenure. He also previously served as chief of staff for the Georgia Department of Labor and director of legislative and external affairs at the Georgia Department of Community Health. He began his public service career as a legislative aide in the Georgia Senate and the state House of Representatives.

Deeply involved in the state's business and healthcare communities, Dr. Crutchfield served on the board of directors for the Georgia Department of Community Health from 2016 to 2024, holding roles as vice chairman and secretary. He was also a member of the Georgia Chamber of Commerce board of directors from 2019 to 2024.

Dr. Crutchfield earned a Bachelor of Science in political science and a master's degree in public administration from UWG. In 2021, he earned a doctorate in leadership and learning in organizations from Vanderbilt University. He and his wife, Susan, the director of the Newnan Carnegie Library, live in Newnan, Georgia.



## About Barnesville, GA

Barnesville is a welcoming small town of approximately 6,300 residents and serves as the county seat of Lamar County. Located about 60 miles south of Atlanta and 37 miles northwest of Macon, the community offers the charm and close-knit feel of a traditional Southern town while remaining within easy reach of major metropolitan centers. Residents value Barnesville's friendly atmosphere, walkable downtown, and strong sense of community, where local events and civic engagement play an important role in everyday life.

The city features a vibrant downtown district with locally owned restaurants, shops, murals, and historic architecture that reflects its unique character. Barnesville is known for preserving its small-town appeal while supporting business growth and quality-of-life initiatives. Community events throughout the year bring residents and visitors together, reinforcing the city's reputation as a welcoming place to live, work, and study.

For Gordon State students, faculty, and staff, Barnesville provides an attractive college-town environment that combines affordability, safety, and a strong community spirit. The city serves as a cultural and economic hub for the surrounding region, offering opportunities for engagement, recreation, and service while maintaining the relaxed pace and hospitality that characterize rural Georgia.

For more information about Barnesville, please visit: <https://www.cityofbarnesville.com>

# The Vice President for Business and Operations

This position serves as the College's Chief Business Officer (CBO) and a member of the President's leadership team, overseeing Gordon's finance, business, and administrative operations. The CBO provides strategic direction for the College's financial health, operational effectiveness, and long-term sustainability. The position oversees budgeting and financial planning, risk management, contracts, fiscal project management, and other operational functions within Business Operations and Campus Services, including Facilities, Public Safety, Housing and Dining Services, the Campus Store and other Auxiliary Services.

## Responsibilities

### Reporting Relationships

Reporting to the President, the CBO has direct supervisory and management responsibility for the following direct reports: Bursar, Controller, Director of Facilities, Director of Housing and Residence Life, Director of Public Safety, Budgets, Bookstore Manager, Dining Services, and Finance and Administration Coordinator. The total number of employees under the CBO's scope of responsibility is approximately 50.

### Executive Leadership & Administration

- Advises the President and Cabinet on financial, budgetary, administrative, and operational matters; participates in the development and implementation of the institution's strategic long-term plans.
- Represents the institution before the Board of Regents and its affiliated entities on fiscal, administrative, and operational matters.
- Provides executive leadership and oversight of Fiscal Affairs, Budget, Public Safety, Purchasing, Facilities, Housing and Residence Life, Community Education, Dining, and other assigned administrative units.
- Establishes institutional priorities and ensures the efficient, effective, and accountable delivery of administrative services.
- Ensures the institution maintains a safe and secure learning and working environment for students, faculty, staff, and visitors.
- Represents the President and the institution in communications and negotiations with local governmental agencies, elected officials, civic organizations, and external partners.
- Negotiates, reviews, and approves contracts, agreements, and other administrative documents within delegated authority.
- Performs other related duties as assigned.



## **Financial & Budget Management**

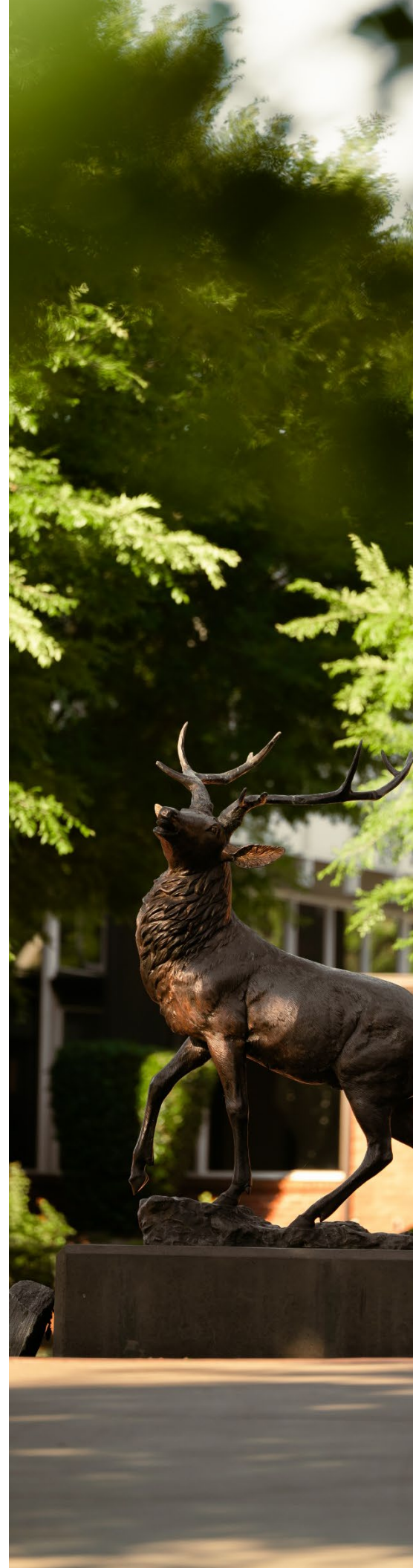
- Directs the development, implementation, and administration of the institution's annual operating budget, ensuring resources are strategically aligned with institutional priorities and goals.
- Develops budget strategies that align institutional needs with available financial resources.
- Maintains custody and stewardship of institutional funds, investments, and other financial assets.
- Develops and oversees the institution's investment strategy in accordance with applicable laws, regulations, and Board of Regents policies.
- Directs the maintenance of the institution's accounting records and ensures the accuracy, integrity, and transparency of financial reporting.
- Oversees the preparation and submission of the Annual Financial Report, Budgetary Compliance Report, Annual Expenditure Report, and all other required internal and external financial reports.
- Ensures compliance with applicable accounting standards and financial reporting requirements.
- Maintains responsibility for financial and compliance audits and ensures the timely completion of audits and timely resolution of audit findings and recommendations.

## **Compliance, Risk & Governance**

- Ensures compliance with all institutional, state, federal, and Board of Regents policies, rules, regulations, and reporting requirements.
- Maintains current knowledge of applicable laws and regulations affecting institutional operations and ensures ongoing institutional compliance.
- Oversees institutional compliance initiatives, financial controls, and internal control systems to mitigate organizational risk and promote accountability.

## **Facilities & Capital Planning**

- Leads institutional capital planning initiatives in support of the institution's strategic priorities.
- Provides executive oversight for the planning, funding, design, construction, renovation, operation, and maintenance of campus facilities and infrastructure projects.



## Qualifications

### Knowledge and Skills Required

Knowledge of:

- Board of Regents policies and procedures.
- State of Georgia budgetary policies.
- Generally accepted accounting principles (GAAP).
- State and national issues related to higher education.
- Budget development and management principles.
- Operational departments.
- Supervisory principles and practices.

Skill in:

- Delegation of responsibility and authority.
- Operation of computers and job-related software programs.
- Decision making and problem solving.
- Interpersonal relations and in dealing with the public.
- Oral and written communication.

### Minimum Qualifications

- Master's degree in business administration, management, finance, accounting, public administration, or a related field.
- Seven (7) or more years of progressively responsible experience, preferably in higher education.
- Demonstrated record of effective financial management.
- Experience supervising multiple administrative or business service functions.

## Compensation

Compensation will be commensurate with experience, including a competitive base salary and comprehensive benefits package.





## Applications, Nominations, and Referrals

To make a nomination, provide a referral, or for additional information, please use the contact information below. While applications and nominations will be accepted until a successful candidate has been appointed, interested individuals are encouraged to submit their materials as soon as possible for full consideration. The preferred start date is late 2026.

To apply, please submit a resume and cover letter to: [GordonStateVPBO@buffkinbaker.com](mailto:GordonStateVPBO@buffkinbaker.com)

**Ken Carrick, Partner**

980-296-5401

**Janny DeLoache, Associate Partner**

704-377-7828

*Gordon State College is an equal employment, equal access, and equal opportunity employer. It is the policy of Gordon State College to recruit, hire, train, promote and educate persons without regard to race, color, national or ethnic origin, age, disability, gender, religion, or veteran status as required by applicable state and federal laws (including Title VI, Title VII, Title IX, Sections 503, and 504, ADEA, ADA, E.O. 11246, and Rev. Proc. 75-50).*

