



**AZUSA PACIFIC**  
UNIVERSITY



**Assistant/Associate Provost  
for University Libraries  
Opportunity Profile**



## ABOUT APU

Azusa Pacific University (APU) is a nationally recognized Christian university of disciples and scholars preparing to impact the world for Christ. When Azusa Pacific was founded in 1899 as the Training School for Christian Workers, that modest beginning came with the bold resolve to forge an educational enterprise that would impact the world for Christ. This foundational understanding of our common purpose finds expression in our Mission Statement.

As an evangelical Christian university, APU affirms the supremacy of Christ in all areas of life. Our beliefs and values are the core of our university. Find out more about APU's distinctive as an academic community with an intentional faith identity by reading [What We Believe](#).

## APU MISSION

*"Azusa Pacific University is an evangelical Christian community of disciples and scholars who seek to advance the work of God in the world through academic excellence in liberal arts and professional programs of higher education that encourage students to develop a Christian perspective of truth and life."*



## POSITION DESCRIPTION

Azusa Pacific University seeks an energetic and visionary leader, deeply committed to the success of students and faculty, to serve as **Assistant/Associate Provost for University Libraries**. APU invites applications from candidates who have a comprehensive record of success in library administration and demonstrate exceptional skills and experience that will enable them to provide strong leadership to a research, teaching, and outreach enterprise across multiple campuses.

Reporting to the Vice Provost for Academic Effectiveness, the Assistant/Associate Provost for University Libraries is an innovative and dynamic leader responsible for the strategic direction, administration, and operation of the university libraries. This individual will be tasked with leading the creation of the model library of the future to support scholarship, research, and the integration of faith and learning. The role involves overseeing all library operations, including resource management, staff supervision, budget administration, and the development of services and programs that support the academic and research needs of the university's diverse learning community.

The ideal candidate will have an unwavering commitment to APU's [Statement of Faith](#) along with the [What We Believe](#) statements. Further, the selected leader will champion the spiritual formation and holistic development of all students in curricular and co-curricular settings to ensure that diverse learners thrive. The Assistant/Associate Provost for University Libraries will be the public voice of the libraries, promoting initiatives within Azusa Pacific University and the regions surrounding it.



## Job Title

**Assistant or Associate Provost** – will be finalized at point of hire, based on the experience level of the successful candidate.

## Responsibilities

- Implement and maintain best practices in academic libraries by successfully meeting the current needs of the university, while preparing for anticipated changes over time.
- Champion the library as an intellectual meeting place where residential and commuting students are equally welcome and feel a sense of belonging.
- Promote academic success through instruction about information literacy and research strategies, and creating spaces that encourage individual and collaborative academic work, supportive of faculty and student research.
- Supervise library faculty and staff, fostering a collaborative and inclusive work environment.
- Manage financial resources consistent with university policy, setting priorities for various resource needs, responsive to current demands and institutional forecasting while avoiding overinvestment in trends that may be short-lived.
- Support a strong special collections program, community outreach activities, and collaborative relationships with other libraries and museums.
- Oversee the acquisition, organization, and maintenance of library resources, being responsive to changes in program modalities, information-related technologies, and students' communication preferences across all programs.
- Maintain currency of knowledge of legal requirements and academic regulations that impact programs, operations, and services; support and

participate in university-wide and discipline specific accreditation efforts.

- With a focus on system integration, direct and coordinate the introduction of new technologies that leads to simplicity with integrity between holdings management, discovery platforms, and patron accessibility.
- Prepare the university for changing instructional and academic support needs by investing in both the technological architecture necessary to create and deliver digital learning materials and in the training for librarians to use each one effectively.

## Qualifications

- Strong leadership and management skills with a clear understanding of the principles of administration, supervision, and budgeting within a library and learning resources environment.
- Excellent interpersonal, oral and written communication skills, with experience building a culture of collaboration and a commitment to excellence.
- Proven experience in stewardship of limited financial, personnel, and facility resources, through collaborative engagement between libraries and university administrators.
- Firm grasp of emerging trends and technology relevant to library/learning resources, with experience integrating new technologies to improve library services and user experience.
- Sensitive to and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of employees and students, and of persons with disabilities.
- In-person and online classroom teaching experience required, as well as bibliographic and reference instruction and information literacy.



- Experience assessing and evaluating programs and personnel; experience with complex budgets.
- Work cooperatively and collaboratively with others; demonstrated experience developing consensus among a diverse range of interests and maintaining effective working relationships.
- Proven ability to analyze situations accurately and adopt an effective course of action.

## Education and Experience

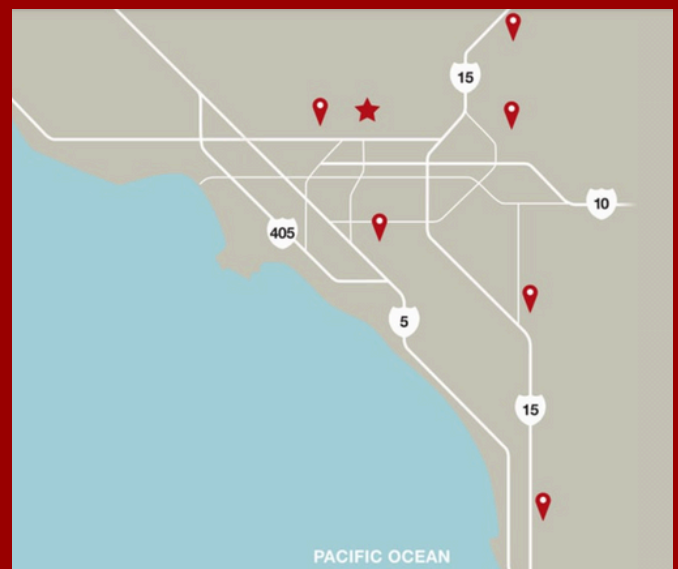
Requires a master's degree in library sciences or equivalent from an ALA-accredited institution and a second master's degree or a doctorate degree in a field that contributes to the candidate's preparedness for the role. Candidates should also have at least five years of full-time, post-secondary leadership experience or equivalent in academic librarianship.

## Library Locations

The APU libraries include the William V. Marshburn Library (East Campus), the Hugh and Hazel Darling Library (West Campus), the Stamps Theological Library (West Campus), and off-campus libraries.

## APU CAMPUSES

Azusa Pacific University is located in the San Gabriel Valley city of Azusa, 20 miles northeast of Los Angeles. The university also maintains several regional locations throughout Southern California, including in the High Desert, Inland Empire, Monrovia, Murrieta, Orange County, and San Diego.



# APU STATEMENT OF FAITH

As an educational institution with a Wesleyan tradition at its core, it seems natural to us to embrace a statement of faith that is common among many Christian traditions.

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
- We believe that there is one God, Creator of heaven and earth, eternally existent in three persons - Father, Son, and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, and in His ascension to the right hand of the Father, and in His personal return to power and glory.
- We believe in the fall and consequent total moral depravity of humanity, resulting in our exceeding sinfulness and lost estate, and necessitating our regeneration by the Holy Spirit.
- We believe in the present and continuing ministry of sanctification by the Holy Spirit by whose infilling the believing Christian is cleansed and empowered for a life of holiness and service.
- We believe in the resurrection of both the saved and the lost; those who are saved to the resurrection of life and those who are lost to the resurrection of damnation.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.



# APU MOTTO

## *GOD FIRST*

The earliest declaration of the university motto, *God First*, appeared in the early part of the 20th century, reflecting the community's desire and commitment that the institution remain spiritually alive and vitally Christian. An early publication affirms that heartfelt intent, stating, "It is the foremost thought of our every activity, the principal lesson of every class and the utmost desire of every soul." Our *God First* approach infuses how we move forward into God's preferred future, holding fast to our identity, mission, and purpose.

These two words exemplify a guiding principle for us that captures and focuses our commitment to providing the highest levels of education and service to our students, our community, and the larger world. As an institution of higher education, we see beyond the bricks and mortar and consider our university to be a living structure, composed of competent and compassionate believers who vitalize our mission and purpose with an understanding of the distinct calling Azusa Pacific has, to be an excellent academic institution distinguished, too, by our warmth, our relational nature, and our desire to serve the world as Christ followers.







## APU HISTORY

*God First* since 1899. More than a century later, Azusa Pacific remains committed to the vision on which it was founded—preparing disciples and scholars to go out and make a difference in the world for the cause of Christ.

### Modest Beginnings

Azusa Pacific University, one of the largest Christian universities in the United States, began on March 3, 1899, when a group of women and men passionate about creating a place for Christian education gathered to form the Training School for Christian Workers. It became the first Bible college on the West Coast geared toward preparing men and women for ministry and service. Meeting in a modest home in Whittier, California, and led by President Mary A. Hill, the school grew to an enrollment of 12 in its first term.

The early years of growth saw the school relocate and change leadership several times. Then, following mergers with three Southern California colleges, the university relocated in 1946 to the city of Azusa, where it resides today.

## A Leader in Christian Higher Education

Today, APU with more than 6,800 students, offers 70 bachelor's degrees, 44 master's degrees, 25 certificates, 8 credentials, and 9 doctoral programs at the university's main campus in Azusa, six regional locations, and online. The university holds accreditation from the WASC Senior College and University Commission as well as 14 other specialized accreditations. APU professors serve as expert resources, coming alongside students' academic endeavors while pursuing their own professional development and lifelong learning. APU students benefit from small classes and personal interaction with faculty members who often take time to mentor students and host small study groups. Fulbright scholarships enable more than 1,900 U.S. students, artists, and other professionals to benefit from unique resources in more than 140 countries each year, providing the opportunity to gain international competence in an interdependent world.

The university's award-winning intercollegiate athletics program consists of 18 teams. Before becoming a member of the National Collegiate Athletic Association (NCAA) Division II in fall 2012, Cougar Athletics won an unprecedented eight consecutive National Association of Intercollegiate Athletics (NAIA) Directors' Cup awards.





## PRESIDENT – ADAM J. MORRIS, PhD

Adam J. Morris, PhD has served as Azusa Pacific University's 18th president since July 1, 2022. Steadfastly devoted to the University's mission to provide Christ-centered academic excellence, Morris notes that "APU's passion for the Gospel of Jesus Christ could not be stronger, and we are on-mission to touch the lives of our students in profound ways, so that they might fully live into God's call on their lives. As we celebrate this special 125th anniversary year, we honor our rich past, and look forward to our promising future—extending APU's legacy of transformation to include new generations of disciples and scholars."

Morris is an accomplished senior administrator in Christian higher education with a deep love for the Lord, a genuine heart for students, and a high regard for the transformative role of an engaged faculty. He excels at mobilizing staff around a compelling vision, with specific gifting in the area of strategic planning and transformation and a rich history of securing significant external financial support to advance the mission of an organization. Entrepreneurial, innovative, collaborative, and discerning, President Morris has more than 30 years of experience in Christian higher education.



## PROVOST/CHIEF ACADEMIC OFFICER – ANITA HENCK, PhD

Anita Fitzgerald Henck, PhD, enacts the mission of the university by holding the faculty in high esteem, elevating academic excellence, and ensuring the education of the whole student.

Henck's expertise lies in aligning programs/institutions with best academic practices; developing innovative curriculum and student service programs; building strong, healthy teams; and leading turnaround assignments in administrative areas. Her experiences and responsibilities at Azusa Pacific University, Eastern Nazarene College (Quincy, MA), and American University (Washington, DC) have included assignments as dean, department chair, program director, faculty member, vice president, board/press liaison, policy and speech writer, ombudsperson, and assistant to the president and provost.

Prior to her role as provost, Henck served as dean of APU's School of Education since 2011, where she provided turnaround leadership during major transition, improved enrollment, enhanced fiscal health, led a team that reshaped the curricular portfolio, redesigned the EdD in Educational Leadership program with a 96 percent completion rate, and launched the Next Generation Superintendent's professional development group.

## FAITH ALIGNMENT

Candidates must align with Azusa Pacific University's Christian identity. All employees are expected to sign a Statement of Faith and affirm support of the What We Believe document (<https://www.apu.edu/believe>), to adhere to the policies outlined in the Faculty Handbook, and to integrate the Christian faith in teaching and scholarship.



Azusa Pacific University is a Christ-centered, multicultural community that values and seeks faculty and staff who are committed to diversity, work effectively with diverse populations, and engage others in ways that honor our rich cultural mosaic and biblical foundation.

## APU ANTI DISCRIMINATION POLICY

Azusa Pacific University, in accordance with applicable federal and state laws and university policies, does not discriminate on the basis of race, color, national origin, sex, age, disability, medical status, or status as a veteran. The university also prohibits sexual harassment. This nondiscrimination policy covers admission, access, operation of university programs and activities, and employment. This policy is in accordance with the following laws, as amended, and their implementing regulations, to the extent and in the circumstances that they are applicable to the university: Titles VI and VII of the Civil Rights Act of 1964; Title IX of the Educational Amendments of 1972; the Americans with Disabilities Act of 1990; and Section 504 of the Rehabilitation Act of 1973.

The associate vice president for human resources is the compliance officer, and inquiries concerning student issues related to discrimination should be made to the associate vice president for human resources at (626) 815-4526. Please refer to the Title IX page on the APU website for our current list of Title IX officers.



## ANTICIPATED SEARCH CALENDAR

It is anticipated that on-campus interviews of the top candidates for Assistant/Associate Provost for University Libraries will take place in spring of 2025, with potential hire date in spring/summer 2025.

## SEARCH AND SELECTION PROCESS

APU's Vice Provost for Academic Effectiveness is charged with vetting candidates for this position with assistance from an internal Search Committee and the expertise of Jeff Davis of J. Davis & Associates. JDA will explore a broad network to suggest potential candidates. This thorough search will include consideration of applications and nominations, and the subsequent review of CVs. When appropriate, candidates will be asked to complete the APU employment application, provide a thorough vocational history, respond to a questionnaire, and take part in a screening interview with Jeff Davis. Those forwarded for consideration will then be interviewed in person by the Search Committee. Next, references and backgrounds will be checked, degrees verified, and an extensive candidate profile will be prepared for the Committee and the Vice Provost for Academic Effectiveness. When preferred candidates are identified, they will participate in a final interview with the Provost, as well as meet with members of the APU faculty, staff, and leadership team.

J. Davis & Associates is an executive search consulting firm devoted to serving clients in the Christian nonprofit and educational sectors. As a faith-based religious institution, our client complies with all applicable laws pertaining to nondiscrimination on the basis of race, color, national origin, sex, age, disability, and any other applicable legally protected category. As a religious institution, our client has the right to, and does, require that its employees hold beliefs consistent with its Statement of Faith and conduct themselves in a manner consistent with its religious beliefs.

## CONTACT

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