

Associate Vice President, Governance Advisory Services

Reports to Patti Kunkle, Senior Vice President, Chief Member Success Officer

***Pay Grade: 7 / Job Level: Leader 2**

Grade Minimum (\$124,000) Grade Midpoint (\$155,000) Grade Maximum (\$186,000)

**Compensation will be determined based on relevant experience, the annual compensation budget, and the overall pay philosophy and practices of AGB.*

The Association of Governing Boards of Universities and Colleges (AGB) has a career opportunity for an Associate Vice President of Governance Advisory Services.

The Scope

The Associate Vice President (AVP) for AGB Governance Advisory Services, the consulting arm of AGB, serves as the strategic leader and expert advisor on governance best practices, board effectiveness, and institutional leadership for member institutions and institutionally related foundations. Reporting to the Chief Member Solutions Officer, this role is an integral part of an integrated member success and governance advisory services division, providing holistic governance solutions for AGB members.

The AVP provides strategic leadership and oversees the development, delivery, and growth of AGB's Governance Advisory Services, which are designed to strengthen governance across higher education institutions and foundations. This role combines resource development, business development, thought leadership, and team management to ensure that AGB remains a trusted partner in advancing governance excellence.

We are seeking a visionary leader, strategic thinker, and operationally strong executive with a passion for advancing higher education governance. The ideal candidate will pair big-picture vision with hands-on execution, applying a consultative approach to drive operational excellence, enhance service delivery, and align team efforts with organizational goals.

This leader will inspire and motivate a high-performing team, foster a culture of collaboration, innovation, and results, and ensure that strategic initiatives are successfully executed with measurable impact—elevating AGB's influence and supporting the evolving needs of higher education leaders.

This position requires entrepreneurial drive, a deep understanding of higher education governance, and the ability to thrive within a nonprofit, member-centric environment. The AVP will strengthen and expand AGB governance advisory services' impact by cultivating relationships, managing consulting engagements, enhancing operational processes, and growing a distinguished network of governance consultants.

The Duties

(The duties and responsibilities listed are only a summary of the typical functions of the job and not an exhaustive or comprehensive list of all possible responsibilities, tasks, and duties. Employees must be able to perform the essential duties of the position with or without reasonable accommodations).

1. Provide visionary leadership for AGB Governance Advisory Services, ensuring that its offerings align with AGB's mission to strengthen governance across higher education institutions and foundations.
2. Oversee the development and delivery of governance advisory services, ensuring high-impact, customized solutions that meet members' needs and deliver measurable outcomes.
3. Strengthen and expand the network of governance consultants by prioritizing recruitment, training, mentoring, and performance assessments to maintain consistent, high-quality service delivery.
4. Identify and develop opportunities to enhance the portfolio of AGB Governance Advisory Services in alignment with AGB's strategic priorities and the evolving needs of member institutions.
5. Position AGB Governance Advisory Services' expertise through association channels, thought leadership initiatives, and participation in relevant industry events and conferences.
6. Accountable for developing, managing, and meeting the Governance Advisory Services' revenue goals.
7. Cultivate and grow strategic relationships with member institutions and foundations, proactively integrating governance advisory solutions into the broader membership experience and reinforcing AGB's role as a trusted advisor.
8. Collaborate across AGB's leadership and internal teams to ensure that governance advisory services complement and advance the Association's broader initiatives and strategic goals.
9. Oversee client engagements to ensure the highest standards of service delivery, client satisfaction, and achievement of tangible outcomes.
10. Drive entrepreneurial growth by identifying opportunities to expand the reach, impact, and innovation of AGB Governance Advisory Services.
11. Serve as a trusted expert advisor to member leadership, providing strategic counsel on governance-related challenges, opportunities, and emerging risks.
12. Manage financial performance for AGB Governance Advisory Services, including budgeting, pricing strategies, contracts, and partnership agreements to ensure competitive and sustainable growth.
13. Translate financial goals into actionable plans, establishing clear milestones and measurable targets to guide operational activities and service delivery.
14. Align and motivate the team around shared objectives, using data-driven insights and performance measures to drive accountability, foster collaboration, and celebrate achievements.
15. Foster a culture of collaboration, innovation, and professional development within the Governance Advisory Services team, championing excellence and continuous improvement.

16. Lead cross-functional collaboration to identify member needs and develop scalable, high-value governance advisory solutions that align with AGB's mission and strategy.
17. Partner with marketing and member success teams to promote governance advisory services, enhance member awareness, and drive engagement.

The Requirements

- Proven leadership experience (minimum of 7-10 years of progressively responsible experience) in higher education, nonprofit membership organizations, or consulting environments, with a strong track record of managing high-performing teams and delivering measurable results.
- Deep understanding of board governance, board administration, and board dynamics, with a demonstrated commitment to strengthening governance practices at colleges, universities, and institutionally related foundations.
- Strategic and visionary thinker with an entrepreneurial mindset and the ability to translate strategic goals into actionable plans, milestones, and operational success.
- Passion for improving higher education governance, and an appreciation for the unique challenges and opportunities facing institutions and affiliated foundations.
- Exceptional communication, executive presence, and interpersonal skills, with the ability to engage, influence, and advise senior-level stakeholders and diverse audiences.
- Demonstrated success in business development, including the ability to identify client/member needs, position services effectively, and drive sustainable growth through consultative solutions.
- Strong financial and operational acumen, with experience managing budgets, pricing strategies, sales pipelines, forecasting, and performance metrics to achieve organizational goals.
- Data-driven decision-maker with strong analytical, problem-solving, and strategic thinking abilities to inform service delivery, member engagement, and consulting outcomes.
- Experience leading and motivating teams, setting clear goals and milestones, tracking performance, and fostering a culture of accountability, innovation, and continuous improvement.
- Proficiency with CRM tools and data analytics platforms to track member/client engagement, sales activities, and operational performance.
- Ability to manage multiple complex projects simultaneously, while meeting deadlines and maintaining high standards of quality and service.
- Commitment to AGB's mission and a strong orientation toward exceptional member service and experience within a nonprofit, member-centric framework.
- Solid understanding of the higher education landscape, governance trends, and the evolving needs of boards and institutional leadership.

The Organization

At the Association of Governing Boards of Universities and Colleges (AGB), we believe in the power of higher education to transform lives, strengthen inclusive democracy, and support a thriving society. We believe that strong higher education starts with great governing boards. AGB provides advocacy, leading practices, educational resources, expert support, and renowned programs that advance board excellence for 40,000 AGB members from more than 2,000 institutions and foundations. For more than 100 years, AGB has been the trusted authority for board members, chief executives, board professionals, and key administrators on higher education governance and leadership. Learn more at AGB.org.

AGB is a hybrid workplace. Employees are expected to spend a minimum of two (2) days per week in our headquarter office in downtown Washington D.C. Applicants should reside in the District of Columbia, Virginia, or Maryland and within a reasonable commuting distance to downtown Washington D.C.

Equal Opportunity Employer

AGB is an equal opportunity employer, and qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

In compliance with the Americans with Disabilities Act (ADA), the following is provided: The position involves skill in using a computer and/or laptop; oral and written communication skills; skills in proofreading and editing; use of clear and articulate speech; interpersonal relations skills; reasoning and problem solving skills; ability to work in a fast-paced environment; ability to sit for long periods, stoop, bend, reach and carry light materials (up to 10 lbs.); and ability to travel by various methods of transportation (e.g., airplane, car).

AGB and AGB Search employees who meet the qualifications outlined above are encouraged to apply. AGB and AGB Search employees are required to inform your current manager of your intention to apply. Submit a cover letter and resume to HR.

Referrals are welcome and will receive priority consideration. Please advise colleagues in your professional network to send their application materials (resume and cover letter including your name) to:

AGB Human Resources
Employment@agb.org