



EXECUTIVE
VICE PRESIDENT

CHIEF OPERATING
OFFICER

HOLY CROSS
COLLEGE 
at Notre Dame, Indiana

THE OPPORTUNITY



Holy Cross College at Notre Dame, IN invites applications and nominations for the position of **Executive Vice President & Chief Operating Officer (EVP & COO)**. This newly created role will work closely with President Marco Clark, his Executive Committee, and the campus community to advance the College's mission, integrate and operationalize the current strategic and campus master plans, and focus on strategic growth and collaboration to position Holy Cross as a leader in Catholic higher education by balancing tradition with innovation.

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THE MISSION STATEMENT

The Holy Cross College mission is to educate and form global citizens with the competence to see and the courage to act.

Holy Cross is a Catholic college that advances the apostolic mission of the Holy Cross Brothers. Our practical, experiential, liberal arts curriculum applies timeless truths to contemporary life and leads people to wholeness in the image of Christ.



THE OVERVIEW

Holy Cross College, a Catholic, co-educational, residential college offering Bachelor of Arts degrees and Bachelor of Science degrees, is home to approximately 600 students, 36 faculty, and 72 staff and administrators. Founded in 1966 by the Brothers of Holy Cross, Holy Cross educates students to become global citizens with the competency to see and the courage to act.

A community of “Innovative Scholars, Courageous Citizens, Virtuous Leaders, and Hopeful Disciples,”
Holy Cross College is in a period of significant growth and positive momentum, including:

- Growth from approximately 450 to approximately 600 undergraduate students with plans to reach 850+ students in the next three years.
- Launching the visionary strategic plan “With Eyes of Faith,” which centers on five core themes: Zeal for Mission, Educating Hearts and Minds, Transformational Student Experience, Mission Advancement, and Growth.
- Welcoming its largest incoming class to date, a 17.8% increase in first-year enrollment in the Fall of 2024.
- Expanding its academic offerings, with 13 majors, 22 minors, and graduate pathways at six affiliated institutions, including its tri-campus partners (*see more information below*), the University of Notre Dame, and Saint Mary’s College.
- Breaking ground on a new state-of-the-art residence hall and athletic facilities, further enhancing the student experience.
- Founding the Holy Cross Center for Leadership and Professional Excellence (CLPE) – established with support from the Lilly Endowment and in collaboration with the University of Notre Dame – positions the College at the forefront of workforce preparation and career readiness.
- Launching a comprehensive campaign with six identified priorities: capital, scholarship, academic excellence, Catholic mission, athletics and wellness, and mission giving (unrestricted) to serve students and the College’s mission.
- Dedicating of a new devotional shrine to Our Lady of Holy Cross, offering students and the broader community a place for prayer, reflection, and evangelization.
- Eight consecutive years of positive cash flow, clean audits, and no debt.



SCHOLAR
CITIZEN
LEADER
DISCIPLE

TRI-CAMPUS COMMUNITY

The University of Notre Dame, Saint Mary's College, and Holy Cross College share a common history, mission, and home. Together, the three institutions form a tri-campus in which many resources – clubs, classes, sporting events, a student newspaper – are shared. For Holy Cross students, this tri-campus collaboration means the best of both worlds: a small college with big access.



Examples of that tri-campus collaboration include:

- Earning a [Pathway](#) to guaranteed admission in one of the Master's programs offered at the [University of Notre Dame](#) or [Saint Mary's College](#).
- Taking collaborative courses with students from across the Tri-Campus community.
- Participating in one of 500 student clubs and organizations across the tri-campus community.
- Accessing Fighting Irish athletic events, the Hesburgh and Cushwa-Leighton Libraries, and more.
- Earning a dual-degree through the [Driscoll Dual-Degree](#) program.
- Opportunities for retreats and service trips.
- Taking one course per semester at Notre Dame or Saint Mary's.



THE ROLE



The EVP & COO reports directly to the President and is a member of the President's Executive Committee. The EVP & COO provides leadership, stewardship and direction for the financial and operational functions of the College and serves as the principal advisor to the President and the Board of Trustees on all operational and financial matters. The EVP & COO also serves as administrative liaison for the Finance and Audit Committees of the Board of Trustees as well as the Total Rewards, Benefits, and Workplace Culture Advisory Committee of the Board.

Current direct reports to the EVP & COO include the Associate Vice President for Finance, Director of Human Resources, Associate Vice President for Information Technology, and Associate Vice President of Campus Operations.

STRATEGIC OPPORTUNITIES

MISSION ALIGNMENT & INNOVATION

- Partner with President Clark as a strong integrator to align operational excellence and innovation with a strong Catholic and inclusive mission, institutional vision, and values.
- In collaboration with the Executive Council, position Holy Cross as a leader in Catholic higher education, balancing tradition with innovation.
- In alignment with the College's mission and vision, the autonomy to build teams, drive data-informed innovation, and create new systems.
- Working in close partnership with Notre Dame, build operational infrastructure to match institutional growth to take optimal advantage of their long-term lease agreement for Holy Cross' buildings and grounds.
- Create new partnerships and non-tuition revenue models (e.g., certificate programs, professional education).

GROWTH & EXPANSION

- Driving overall growth of operating income and fundraising success through collaboration and transparent communication with all constituent groups.
- Support an increase in undergraduate enrollment from approximately 600 to approximately 800 over the next three to four years.
- Support the College's significant fundraising momentum, including an ongoing comprehensive campaign.
- Thoughtfully continue the campus expansion, including a new residence hall, planned student union, and other ongoing facilities projects.
- Creating new academic and revenue opportunities, including the Center for Leadership and Professional Excellence in partnership with Notre Dame.
- Leading initiatives to modernize the College, potentially including student information system, potential process automation, data-driven culture.



RELATIONSHIP & COLLABORATION

- Continue to strengthen tri-campus ties with Notre Dame and Saint Mary's and develop strong relationships and partnerships across the institutions.
- Continue to deepen engagement with the South Bend community and tri-college ecosystem.
- Partner with Advancement, Enrollment, and the Executive Council for cross-functional success.
- Clarify and strengthen operational processes across IT, HR, and Finance.

CULTURAL & ORGANIZATIONAL DEVELOPMENT

- Build upon the current foundation of a strong, mission-driven, people-oriented culture.
- Model a servant leadership style of enhanced communications, cross-organizational collaboration and transparency.
- Ensure a strong total rewards program to attract and retain talent.
- In the spirit of the College's mission and values, support professional growth and mentorship within the organization to promote well-being and professional development.
- Lead with clarity, urgency, and accountability.

KEY QUALIFICATIONS & CHARACTERISTICS

MISSION ALIGNMENT

- Strong understanding of Holy Cross' mission and Catholic identity, including Catholic intellectual tradition, Catholic social tradition, and the charisms of the Congregation of Holy Cross.
- Ability to speak authentically about mission and translate it into operational practice.
- A deep appreciation for the community and dynamics of a small, residential learning community.
- The strong commitment to a faith tradition, and a practicing Roman Catholic is strongly preferred.

LEADERSHIP & MANAGEMENT

- Strong integrator and people leader who can inspire, mentor, and galvanize teams.
- An excellent communicator who is an authentic, visible, and joyful servant leader.
- A record of senior leadership experience in a strategic operational or financial management role.
- Increasing levels of demonstrated responsibility within an organization similar in size and complexity to Holy Cross College.
- Experience in leading and supervising senior-level directors accountable for key operational functions serving the College.
- Comfortable managing multiple high-stakes projects simultaneously.
- Demonstrated ability in effective planning and policy decision making; knowledgeable about best practices both in the non-profit and for-profit finance areas a plus.

EXPERIENCE & CREDENTIALS

- Demonstrated experience related to budgeting, forecasting, strategic planning and analysis, long-term capital project financial planning, and/or human resources management preferred.
- Progressively relevant leadership experience in private higher education is preferred, but not required.
- Proven skills in working collaboratively with financial institutions, community partners, and government agencies.
- An understanding of IT, HR, and/or facilities management.
- Ability to lead modernization of systems and processes.
- An understanding of fundraising campaigns and/or philanthropic experience, either in or outside of higher education.
- An advanced degree, specifically in administration or a business-related field, strongly preferred; CPA or legal background is beneficial, but not required.

INTERPERSONAL & ORGANIZATIONAL ALIGNMENT

- Excellent interpersonal communication skills with evidence of collaborative, ethical, and team-oriented management and leadership style.
- Extroverted, engaging, collaborative, entrepreneurial, and emotionally intelligent.
- High integrity, adaptable, and accountable.
- Capable of navigating complex relationships and partnerships.
- Values mentorship and team development; not afraid of difficult conversations and a culture of accountability.
- Mission-driven and inclusive; committed to student, staff, and faculty success.



ABOUT PRESIDENT CLARK



Dr. Marco Clark has led Holy Cross College since 2022, ushering in a period of dynamic growth and innovation that positions the College as a leader in Catholic higher education in Northern Indiana. President Clark is in his 36th year as a Catholic educator, 28 of which he has served alongside the Brothers of Holy Cross.

Before joining Holy Cross, Dr. Clark served as Executive Director of the Holy Cross Institute at St. Edward's University (TX), supporting 120 Holy Cross schools worldwide through leadership development, research, and mission integration. Prior to that, he spent 23 years at Bishop McNamara High School (MD), where he served as President & CEO and Principal, leading a period of transformative growth in academics, athletics, the arts, and campus facilities.

A nationally recognized expert in Catholic education, governance, and leadership formation, Dr. Clark holds a Doctorate in Education in Interdisciplinary Leadership from Creighton University, where his dissertation on leadership succession earned national attention. He has served on multiple educational and nonprofit boards, and currently serves on the Catholic Charities Board for the Diocese of Fort Wayne-South Bend, A.T. Still Health Sciences University, and the University of Holy Cross.



APPLICATION & NOMINATION PROCESS

Applications for the Holy Cross College Executive Vice President and Chief Operating Officer will be received and considered until the position is filled.

To ensure full consideration, applications should be received by Friday, January 9th, 2026 and must include:

- A letter of interest addressing the strategic opportunities and qualifications identified in this profile;
- A curriculum vitae; and
- Five professional references with email addresses and telephone numbers, including their relationship to the candidate. References will not be contacted without prior authorization from the candidate.

HOLY CROSS COLLEGE POLICY

Holy Cross College educates students with the competence to see and courage to act in the Catholic intellectual tradition. We value all students and employees and welcome the variety of experiences they bring. The College does not discriminate on the basis of race, color, national or ethnic origin, sex, disability, military status, genetic information, or age in the administration of any of its educational programs, admissions policies, scholarship and loan programs, athletic and other school-administered programs, or in employment.

AGB Search is partnering with Holy Cross College for this search. All application materials will be received in full confidence and should be submitted in PDF format through the AGB Search portal system at: [Holy Cross-EVP and COO](#).

Please direct any nominations, expressions of interest or questions regarding the application process to HolyCross-EVP-COO@agbsearch.com or to the AGB Search team:

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