

Stanford University

Associate Vice Provost and Executive Director of Stanford Career Education
Stanford University
Stanford, California

Stanford University, a world-class research university known for its deep tradition of innovation and spirit of optimism, seeks a new Associate Vice Provost and Executive Director of Stanford Career Education (AVP/ED). As Stanford enters a new era of leadership and institutional momentum, the AVP/ED will play a critical role in integrating academic excellence and career readiness as a cornerstone of the Stanford student experience. Reporting to the Vice Provost for Undergraduate Education, with a dotted-line relationship to the Vice Provost for Graduate Education and Postdoctoral Affairs, the AVP/ED will lead Stanford Career Education (CareerEd) and shape the future of career development at one of the most influential universities in the world.

This is a unique opportunity to lead at a pivotal moment for Stanford. CareerEd has recently transitioned from Student Affairs to Undergraduate Education in the Provost's portfolio, which reflects the University's commitment to strengthening the connection between academic excellence, student development and enrichment, and post-graduate success, while deepening partnerships across undergraduate and graduate education.

Guided by a commitment to access and student success, CareerEd provides coaching, educational programming, employer engagement, experiential learning opportunities, and career readiness resources that support students across all disciplines, degree levels, and career interests. The next AVP/ED will have the opportunity to build upon this strong foundation while helping to define the next chapter of career education at Stanford. Working in close partnership with faculty, academic leaders, students, alumni, employers, and external stakeholders, this leader will advance a vision that preserves Stanford's longstanding emphasis on intellectual exploration, self-discovery, and personal growth while ensuring students are empowered to navigate an increasingly complex, diverse, dynamic workforce.

As CareerEd enters this next phase, the AVP/ED will have the opportunity to address the following opportunities and challenges, outlined in greater detail later in this document:

- Integrate and advance career education across Stanford;
- Establish career education as a defining element of the Stanford student experience;
- Foster highly collaborative relationships with a broad range of university constituents;

- Serve as a compelling spokesperson for Stanford Career Education; and
- Lead and develop a high-performing team.

The full list of desired qualifications and characteristics of the AVP/ED, described below, was prepared by the search committee with the assistance of Isaacson, Miller, a national executive search firm. Inquiries, nominations, and applications should be directed to the search firm team listed at the conclusion of this document.

ABOUT STANFORD UNIVERSITY

Founded in 1885, [Stanford University](#) is one of the world's premier institutions of higher education. From the beginning, Stanford stood apart from the broader higher education landscape: coeducational in a time when most private universities were all-male; nondenominational when most were associated with a religious organization; and practical, producing cultured and useful citizens. The institution has been defined by its willingness to experiment beyond known limits and has thus achieved some of the most iconic advancements in technology, medicine, business, the arts, humanities, and the social sciences in the 20th and 21st centuries. With its close ties to Silicon Valley, Stanford is arguably inventing the future. This ethos continues to inspire faculty, staff, students, university leadership, and Stanford's talented and accomplished alumni. Stanford remains committed to providing rigorous research and scholarship, along with broad world-class education, and to cultivating the next generation of national and global leaders.

As of Fall 2025, Stanford enrolls over 17,300 students who come from all 50 states and 70 countries – representing a diverse, global, and dynamic student community – as well as over 2,400 faculty who are leaders in their fields. The university's core academic mission is anchored by its [seven schools](#): the Graduate School of Business, Stanford Doerr School of Sustainability, Graduate School of Education, School of Engineering, School of Humanities and Sciences, Stanford Law School, and the School of Medicine. Stanford is home to 15 independent labs, institutes, and centers, and includes the SLAC National Accelerator Laboratory.

Stanford Leadership

[President Jonathan Levin](#) is a distinguished economist and Stanford alumnus who led the Stanford Graduate School of Business as Dean for eight years, before becoming Stanford University's thirteenth President on August 1, 2024. Levin is widely recognized for his scholarship in industrial organization and market design. His research has spanned topics ranging from incentive contracts to game theory to e-commerce, consumer lending, and healthcare competition. In 2021, Levin was invited by President Biden to serve on the President's Council of Advisors on Science and Technology. Levin attended Stanford as an undergraduate, completing a BA in English and a BS in mathematics in 1994. He then completed an MPhil in economics from Oxford University and a PhD in economics from MIT.

[Provost Jenny Martinez](#) is the fourteenth Provost at Stanford University, after being named in 2023, and was previously the Dean of Stanford Law School. Provost Martinez is a leading expert on international law

and constitutional law, including comparative constitutional law. Before joining the Stanford faculty in 2003, Martinez clerked for Justice Stephen Breyer (BA '59) of the U.S. Supreme Court and Judge Guido Calabresi of the U.S. Court of Appeals for the Second Circuit. She was also an associate legal officer for Judge Patricia Wald of the United Nations International Criminal Tribunal for the former Yugoslavia in The Hague, where she worked on trials involving genocide, crimes against humanity and war crimes. She received her BA in History from Yale University and her J.D. from Harvard Law School.

[James T. Hamilton](#) is Vice Provost for Undergraduate Education, Hearst Professor of Communication, and Director of the Stanford Journalism Program. Through research in the field of computational journalism, he is exploring how the costs of story discovery can be lowered through better use of data and algorithms. He is co-founder of the Stanford Computational Journalism Lab, Senior Fellow at the Stanford Institute for Economic Policy Research, affiliated faculty at the Brown Institute for Media Innovation, and member of the JSK Fellowships Board of Visitors. Prior to joining the Stanford faculty, Hamilton taught at Duke University's Sanford School of Public Policy, where he directed the De Witt Wallace Center for Media and Democracy. He earned a BA in Economics and Government and PhD in Economics from Harvard University.

[Kenneth Goodson](#) is the Davies Family Provostial Professor at Stanford and Vice Provost for Graduate Education and Postdoctoral Affairs. Prior to assuming his current role in 2025, he served as Chair of Mechanical Engineering and Senior Associate Dean in the Stanford School of Engineering. A leading scholar in thermal sciences, Goodson has helped advance innovations in heat transfer and energy systems and is a member of the National Academy of Engineering and a Fellow of the National Academy of Inventors. Throughout his leadership roles at Stanford, he has championed initiatives to strengthen the undergraduate, graduate, and postdoctoral student experience. He earned a BS in Humanities, a BSME, an MSME, and a PhD in Mechanical Engineering from the Massachusetts Institute of Technology.

ABOUT CAREER EDUCATION

Located within the Division of Undergraduate Education, [Stanford Career Education](#) (CareerEd) plays a central role in helping students and recent alumni translate a world-class Stanford education into lives and careers of meaning, purpose, and impact. CareerEd supports students and recent alumni as they explore opportunities, develop career readiness, and pursue meaningful careers and graduate study.

Serving students across all disciplines and degree levels, CareerEd's [Career Coaching and Education](#) team provides personalized guidance and programming that helps students navigate an increasingly dynamic world of work with confidence and purpose.

CareerEd also maintains strong partnerships with employers through its [Employer Relations and Outcomes](#) team. This team works closely with organizations across industries to facilitate meaningful recruitment opportunities and deepen engagement with Stanford students and alumni. Through career fairs, employer programs, networking events, and strategic partnerships, CareerEd helps connect students

with opportunities while ensuring that employer engagement remains aligned with the evolving needs and interests of the Stanford community.

As the nature of work continues to evolve, Stanford Career Education is uniquely positioned to lead at the intersection of higher education, purposeful career exploration, and student success. The unit combines Stanford's tradition of intellectual exploration and academic excellence with a forward-looking commitment to preparing students for all career paths in a rapidly changing global economy.

More information about CareerEd can be found here: <https://careered.stanford.edu/>

ROLE OF THE ASSOCIATE VICE PROVOST AND EXECUTIVE DIRECTOR

The AVP/ED provides strategic direction and leadership for the university's central career services organization. The AVP/ED works closely with academic leadership to advance a transformational vision for career education that reflects Stanford's commitment to academic excellence, student success, and societal impact, ensuring that career development remains an integral component of the Stanford student experience and advances the institution's mission and impact.

The AVP/ED will oversee the division's strategy, operations, and resources supporting undergraduate, graduate, and postdoctoral students while serving as a key representative of Stanford to employers, alumni, and external partners. The AVP/ED is tasked with augmenting external partnerships for improved programming, expanding experiential education opportunities and internships, fundraising, and new opportunities for career placement. The AVP/ED works closely with department chairs, program leaders, academic advisors, faculty, and administrations to integrate student learning outcomes related to career development in the curriculum and provide internships and other applied learning opportunities.

The AVP/ED will lead a team of 35 career education professionals and oversee six direct reports, including the Director of Career Coaching and Education, Director of Employer Relations & Outcomes, Assistant Director of Alumni Career Engagement, Accounting and Budget Manager, Office Manager, and Administrative Assistant.

KEY OPPORTUNITIES AND CHALLENGES FOR THE ASSOCIATE VICE PROVOST AND EXECUTIVE DIRECTOR

This is an exciting moment for CareerEd as it expands its impact, strengthens partnerships across the university and beyond, and further establishes career education as a defining element of the Stanford student experience. To be successful, the AVP/ED will address the following challenges and opportunities:

Integrate and advance career education across Stanford

The next AVP/ED will advance Stanford's strong foundation in career education, shaping its next chapter. With technological innovation, evolving student, parent, alumni, and employer expectations, and

increasing focus on career outcomes in higher education, the AVP/ED will articulate a clear, cohesive, and distinctly Stanford vision for career education.

Building on a history of innovation within a decentralized ecosystem, the AVP/ED will bring greater coherence to the importance and relevance of career education across the University, positioning it as a developmental, longitudinal experience integrated into the fabric of a Stanford education. This role will balance preparing students for evolving careers with preserving the values of a liberal arts education, helping students connect intellectual inquiry with real-world application and navigate complexity and change.

The AVP/ED will also integrate emerging technologies, including artificial intelligence, into career education strategy and champion a data-informed approach, leveraging outcomes, student insights, and labor market trends to serve as a strategic partner across Stanford, guide decision-making, and demonstrate impact.

Establish career education as a defining element of the Stanford student experience

Working closely with Undergraduate and Graduate Education, the AVP/ED will create an integrated career education model that engages students throughout their Stanford journey, beginning their first year. Drawing on data and insights from students and employers, and working closely with faculty, the AVP/ED will ensure that programs and services remain responsive to evolving student and employer needs, interests, and the realities of a rapidly changing world of work. This will entail expanding access to personalized guidance, experiential learning opportunities, and clear pathways that support both traditional and non-traditional definitions of post-graduate success for undergraduate, graduate, post-doctoral students, and alumni. The AVP/ED will champion a student-centered approach, ensuring all Stanford students have access to high-quality, relevant, and equitable support for all career paths.

Foster highly collaborative relationships with a broad range of university constituents

The AVP/ED will build strong relationships across Stanford's decentralized ecosystem to advance a cohesive yet individualized approach to career development and experiential learning. Partnering closely with faculty, academic advising, professional school career centers, and other campus stakeholders, this leader will help integrate career exploration and readiness into Stanford's liberal arts framework, ensuring self-discovery and enrichment remain the focus.

The AVP/ED will foster collaboration across schools, alumni relations, and campus partners to create more seamless and coordinated programming and services. The AVP/ED will align efforts, leverage shared resources, and reduce duplication where appropriate, ensuring that students, alumni, and employers can access consistent and comprehensive support.

This leader will serve as a key partner to Stanford's schools and alumni relations teams to strengthen data collection and insight into post-graduate outcomes. They will also work together to further promote

alumni engagement in mentoring, networking, and career exploration opportunities that connect students and alumni to a broad range of professional paths.

Serve as a compelling spokesperson for Stanford Career Education

The AVP/ED will serve as a primary external ambassador for Stanford Career Education, fostering meaningful engagement with alumni, employers, and other strategic partners to expand opportunities for students. This leader will build and sustain strong external relationships, create clear pathways for engagement, and help partners effectively navigate Stanford's ecosystem. Through these efforts, the AVP/ED will strengthen connections between students and industry and elevate the visibility of career education as a core component of the Stanford student experience.

In partnership with alumni relations, advancement, and school and university leadership, the AVP/ED will foster meaningful alumni engagement across a range of professional fields and support fundraising, fellowship development, and other resource-generation efforts. Leveraging employer insights and labor market intelligence, this leader will strengthen employer partnerships and ensure that Stanford students are well positioned for success as emerging leaders in a rapidly evolving global economy.

The AVP/ED will use strategic marketing, communications, and data-driven storytelling to demonstrate the impact of career education, showcase student outcomes, and inspire continued investment and engagement from internal and external stakeholders. This will include working with university leadership to ensure appropriate investments in programming, staffing, and infrastructure to meet evolving student and market needs.

Lead and develop a high-performing team

The Stanford Career Education team is composed of dedicated, mission-driven professionals who are eager to contribute to the next iteration of CareerEd. The AVP/ED will lead and empower this team by setting clear priorities, ensuring resources for success, and fostering a culture of excellence, innovation, accountability, and care.

In the context of recent organizational changes, the AVP/ED will play a critical role in building trust, strengthening team cohesion, and supporting professional growth through transparent communication, active listening, and leveraging the team's expertise where possible. This leader will align team structure, talent, and resources with institutional priorities while establishing clear goals, expectations, and measures of success.

The AVP/ED will be a strong and consistent communicator, ensuring that staff understand university ambitions, can work together to set and accomplish key priorities, and have access to the tools, technology, professional development, and support needed to deliver innovative, student-centered programs and services.

QUALIFICATIONS AND CHARACTERISTICS

The following qualifications and characteristics represent a broad set of skills and attributes deemed important for success as the Associate Vice Provost and Executive Director for Stanford Career Education. While no candidate will embody every quality, the successful candidate will bring many of the following professional and personal assets:

- A Bachelor's degree with completion of an advanced degree in an academic area strongly preferred;
- Significant leadership experience in career education or equivalent experience in the private sector, and strong knowledge of current practices in career development;
- Demonstrated success building innovative career services programs that advance student and institutional outcomes and are integrated with the academic enterprise;
- Experience cultivating employer, alumni, and external partnerships that expand career opportunities and experiential learning;
- Experience supporting a diversity of career pathways, from the unconventional to high tech;
- Proven ability to lead organizational change, develop high-performing teams, and manage complexity;
- Strong strategic, analytical, and operational leadership skills;
- Knowledge of evolving workforce trends, recruiting practices, and the impact of emerging technologies, including AI;
- Exceptional communication, public speaking, collaboration, and relationship-building abilities;
- Experience navigating complex, decentralized organizations and building alignment across diverse stakeholders;
- Understanding of the opportunities and challenges unique to a highly selective university environment; and
- A commitment to student success, innovation, inclusion, and continuous improvement.

COMPENSATION AND LOCATION

The expected annual pay range for this position is \$210,000 - \$260,000.

Stanford University provides pay ranges that represent its good-faith estimate of what the university reasonably expects to pay for a position. The pay offered to a selected candidate will be determined based on factors such as (but not limited to) the scope and responsibilities of the position, the qualifications of the selected candidate, departmental budget availability, internal equity, geographic location, and external market pay for comparable jobs. Please find an overview of Stanford benefits and rewards here: <https://careersearch.stanford.edu/benefits>

APPLICATIONS, INQUIRIES, AND NOMINATIONS

Screening of complete applications will begin immediately and continue until the completion of the search process. Inquiries, nominations, referrals, and CVs with cover letters should be sent via the Isaacson, Miller website:

<https://www.imsearch.com/open-searches/stanford-university/associate-vice-provost-and-executive-director-stanford-career>

Lindsay Gold, Ebony Breaux-Liang, and Julia Hochner
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Stanford University is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other characteristic protected by law.

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