

March 2, 2015

Search Committee  
Chief Diversity Office  
Western Carolina University in North Carolina

Dear Search Committee:

Having spent the past 20 years enjoying progressive levels of responsibility and leadership as a higher education professional, I am seeking a challenging senior-level administrative position that allows me to utilize my past experiences and diverse higher education background. A mature and seasoned higher education professional, I often served as a consultant to corporations and educational institutions. In addition, I have developed, implemented, and assessed strategic plans and initiatives that have helped foster excellence, best practices, and a positive campus climate in my current and previous positions.

I am currently the Assistant Director of the Office of Equal Opportunity Programs/Deputy Title IX Coordinator for the University of South Carolina. In this capacity, I provide oversight, leadership, and training for a statewide University Title IX/compliance system. As a former dean of students, director of multicultural student affairs, and director of access and equity/diversity training, I bring strategic planning experiences and adept training skills. I possess knowledge of emerging higher education best practices, Federal laws, and grievance/complaint resolution principles.

I have experience in a number of disciplines and work areas, including academic affairs, student affairs, retention/recruitment, EEO/affirmative action, diversity, leadership development, training, residence life, judicial programs, orientation, alcohol and drug education, mentoring, counseling, and teaching. As an investigator and compliance officer, I currently train University search committees on best practices for hiring for diversity and complying with Federal laws and University policies.

I am a motivator and a self-starter. As a motivator, I have the ability to build and lead successful, goal-oriented teams of professional staff, while overseeing budgets and resources for bottom-line results. The ability to inspire and mobilize staff around a shared vision and goal is one of my major strengths.

Thank you for the opportunity to be considered for the Chief Diversity Officer position. Please feel free to contact me should any additional information be needed. I look forward to hearing from you in the near future.

Sincerely,



Carl R. Wells, M.Div., Ph.D.