



VICE PRESIDENT OF STUDENT AFFAIRS AND ENROLLMENT MANAGEMENT

New Jersey City University invites applications for the position of Vice President of Student Affairs and Enrollment Management.

The Vice President of Student Affairs and Enrollment Management will serve as a member of NJCU's executive leadership team and oversee a division that includes: University Admissions, Registrar, Financial Aid, Student Affairs, The Learning Communities, University Tutoring Center, the Office of Student Outreach and Retention; Campus Life (Center for Student Leadership), Children's Learning Center, Counseling Center, Greek Life, Health & Wellness Center, Housing & Residence Life, Student Government Association, and the Women's Center.

- Devise and implement a strategic enrollment plan that supports the University's overall strategic plan; regularly advising senior leadership regarding enrollment trends as well as progress on admissions campaigns.
- Provide leadership to the division's employees. Foster and direct programs and policies that enhance the quality of student life, while enhancing an atmosphere that links academic learning to the student life experience.
- Create annual divisional goals that support University initiatives and that foster continuous quality improvement in the Enrollment and Student Affairs operations.
- Oversee all financial reporting for the Division.
- Devise and implement revenue-generating and cost-saving initiatives.
- Develop, implement and evaluate financial aid leveraging strategies.
- Designs and implements strategies that bridge non-credit pathways to for-credit programs.
- Monitor trends in the economy and in the increasingly competitive educational marketplace.
- Promote and maintain partnerships with all University divisions, particularly Academic Affairs.
- Prioritize collaboration with the Senior Vice President & Provost to promote student learning and success, persistence to graduation as well as character and leadership development.

QUALIFICATIONS

- A Master's degree (Doctoral degree preferred) and demonstrated progressive responsibility in enrollment management and/or student affairs is required.
- Displays integrity, transparency and courage in behavior and decisions.
- Demonstrates a deep commitment to advancing diversity and inclusion as a strategic priority.

- Experience in implementing national best practices and cutting-edge strategies related to enrollment management and student affairs.
- Proven success in developing and implementing comprehensive, data-driven enrollment management plans that meet or exceed enrollment goals.
- Experience aligning strategic enrollment plan with the development and implementation of marketing and communication efforts that attract and cultivate prospects, inquiries, applicants, and admitted students.
- Experience developing and implementing successful online recruiting and enrollment management strategies.
- Demonstrated experience successfully managing and leading staff at all levels.
- Comprehensive understanding of the student life cycle and how to improve academic and social engagement.
- Outstanding written and verbal communications skills.

Ideally, the University will fill this position in the Fall of 2019. Compensation will be competitive and commensurate with experience and qualifications. The search will remain open until filled but applications received by August 12, 2019 can be assured full consideration.

The search is being assisted by Academic Search, Inc. Interested individuals can arrange a confidential call with Senior Consultant Jessica Kozloff by contacting her at jsk@academic-search.com. More information about this position can be obtained by visiting <http://academic-search.com/current-searches> and reading the search prospectus. Applicants should send a letter of interest, current resume and full contact information for three references no later than August 12, 2019 to be NJCUVPMSA@academic-search.com.