The Search for the

Associate Vice President for Enrollment Management

The Vice President for Enrollment and Student Services, Dr. Melynda Huskey, invites nominations and applications for the position of Associate Vice President for Enrollment Management (AVPEM).

The Associate Vice President has the principal responsibility for crafting and implementing a comprehensive enrollment management plan for Western Washington University. The AVPEM establishes strategic and measurable enrollment goals in service to the University.

About the University. Established in 1893, Western is one of the top public, master's degree-granting universities in the nation. Western is the highest-ranking public, master's granting university in the Pacific Northwest and No. 2 in the West, according to the *U.S. News & World Report* college rankings. *Kiplinger's* ranks Western among the top 100 public colleges and universities in the nation that offer the best quality and affordability. *U.S. News & World Report* has named Western one of the most cost-efficient in the country among highly-ranked universities for several years in a row, and the *Chronicle of Higher Education* has recognized Western as a "Great Place to Work." Approximately 16,000 students are enrolled at WWU. Retention from freshman to sophomore year recently was 81% and the five-year graduation rate for the class that entered in 2012 was 64%.

Committed to both the academic and personal growth of students, Western faculty and staff empower students to be engaged and active agents of positive change in the world. In recent years, Western has received many accolades that highlight this dedication: Western is ranked first in the nation among medium-sized universities for Peace Corps participation; first in the nation among public, master's-granting institutions for the number of its graduates awarded Fulbright Fellowships; ninth, among all master's-granting institutions nationally, public or private, for the number of undergraduates who go on to earn doctorates; classified as a Carnegie Community Engagement University; and, designated a "Military Friendly School" by *G.I. Jobs* Magazine.

About the Division of Enrollment and Student Services. The associate vice president for enrollment management (AVPEM) reports to the vice president for enrollment and student services, along with the assistant vice president and director of financial aid, director of athletics, dean of students/associate vice president, division director of budget and administration, executive director for student success initiatives, director of university residences, director of LGBTQ+, and the executive director for health and wellness.

The mission of the Division of Enrollment and Student Services (ESS) is to engage prospective and current students in their pursuit of academic and personal excellence through outreach, support services, and co-curricular learning opportunities. Overall services in the Division support and shape the enrollment and persistence of students. ESS includes 18 program areas with more than 300 permanent employees.

About the Position: The associate vice president for enrollment management (AVPEM) supports the mission of the Division of Enrollment and Student Services by providing leadership, expertise, analysis, and coordination in developing and implementing a comprehensive enrollment management plan for the university. The position establishes enrollment goals and well-planned strategies and tactics that shape the enrollment of the university in service to the university's vision and strategic plan. The position serves current and prospective students by integrating the work and services of 77 employees in the offices of Admissions, Registrar, New Student Services/Family Outreach, and Financial Aid, with an annual operating budget of approximately $6M. The AVPEM works in close collaboration with colleagues across the campus and engages with current students, faculty, staff, administrators, and alumni in the recruitment, enrollment, and support of each incoming class as they transition to Western.

The Application Process

The search is being assisted by Academic Search, Inc. For a confidential discussion, interested parties may contact Dr. Wanda Bigham or Jean Floten, senior consultants at Academic Search, who are available by email or phone to provide information about the position and the requirements. Their contact information is as follows: Dr. Bigham wdb@academic-search.com 334-425-6865 and Jean Floten jean.floten@academic-search.com 206-915-7582.

The position is to be filled by July 1, 2019. Applications must be sent electronically in Word format to WWUAVPEM@academic-search.com and should include a cover letter that addresses the qualifications outlined above, a curriculum vitae, and a list of at least five references with contact information including telephone and email. References will not be contacted without the explicit permission of the candidate. The position is open until filled, but only applications received by November 18, 2018, can be assured of full consideration. For more information about the University and the position see http://academic-search.com/sites/default/files/WWUAVPEM.pdf.

For more information about WWU visit: www.wwu.edu
More information about the Division of Enrollment and Student Services may be found at
www.wwu.edu/vpess/

Western Washington University (WWU) is an equal opportunity and affirmative action employer committed to assembling a diverse, broadly trained faculty and staff. Women, minorities, people with disabilities and veterans are strongly encouraged to

apply. In compliance with applicable laws and in furtherance of its commitment to fostering an environment that welcomes and embraces diversity, WWU does not discriminate on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), disability, age, veteran status, sexual orientation, gender identity or expression, marital status or genetic information in its programs or activities, including employment, admissions, and educational programs.