



ASSISTANT DEAN OF STUDENT AFFAIRS & ENROLLMENT MANAGEMENT

Provide leadership and direction to Admissions, Academic Advising/Transfer, Customer Relations and Recruitment functions. The Assistant Dean will provide support to the Dean by developing, maintaining and interpreting enrollment statistics, working collaboratively to ensure delivery of academic advising programs and taking a leadership role to develop recruitment outreach and student persistence programs.

Master's degree in student personnel, adult or higher education, or other related disciplines is required. Three years experience in higher education, preferably in Student Affairs, and two years supervisory experience is required. Computer literacy and creative use of technology for enrollment services delivery is required. Candidates must be willing to travel. Preferred candidates will have extensive experience in leading enrollment management efforts in 2-year or 4-year college settings.

Apply online at <http://jobs.ivytech.edu> (Posting #0600247).