



CALIFORNIA STATE UNIVERSITY, STANISLAUS

One University Circle • Turlock California 95382

California State University, Stanislaus is pleased to announce the following position and invites nominations or applications.

ASSOCIATE VICE PRESIDENT FOR ENROLLMENT MANAGEMENT

CALIFORNIA STATE UNIVERSITY, STANISLAUS is seeking a creative, experienced and visionary leader to serve as Associate Vice President for Enrollment Management (AVPEM). The AVP for Enrollment Management reports to the Provost/Vice President for Academic Affairs and serves as a member of the Provost's Council of Deans and the President's Executive Cabinet. The AVPEM has primary responsibility for development of a comprehensive enrollment management plan that supports overall institutional strategic goals and leads to an integrated recruitment and admissions effort in a steadily growing public university.

The AVPEM provides essential leadership to enable the University to meet key enrollment management goals for both short- and long-term planning; to establish annual enrollment goals based on predictive modeling; to develop innovative recruitment and admissions programs for target markets; to achieve an enrollment mix that addresses issues of quality, diversity and service; to develop financial aid/scholarship strategies that attract qualified students and make CSU Stanislaus their "first-choice" university; to develop marketing strategies and materials to promote and expand self-support professional programs and on-line course offerings.

The AVPEM plans and leads the activities and departments involved in student enrollment, including admissions and records, financial aid and scholarships, and student outreach and recruitment, and ensures that these departments provide the highest level of student service. The AVPEM develops and manages departmental budgets, allocates personnel and fiscal resources, and reviews policies for consistency with institutional needs and professional guidelines, as well as for compliance with CSU system directives and state and federal statutes.

Qualifications and Knowledge, Skills and Abilities:

A Bachelor's degree is required; Master's preferred. Successful candidates must possess a minimum of five years of strong leadership and managerial experience in the field of student enrollment services; extensive experience managing complex budgets, personnel and strategic planning processes; a strong communication (verbal and written) and collaborative style in working with internal and external constituencies; a sophisticated understanding of enrollment strategies, marketing, and research; strong analytic and planning skills; the ability to facilitate process improvements designed to streamline and make services more user-friendly; experience with Web-based and other technologies used to support student services programs and operations; and a record of successful leadership and management of the enrollment services functions at a college or university.

Salary Range: Salary will be commensurate with education and experience. This is a 12-month, full-time, CSU Management Personnel Plan (MPP) position with an excellent benefits package. For detailed information on management benefits please refer to the following benefit web page:

http://www.calstate.edu/Benefits/Summaries/2007_MPP.pdf

Anticipated Starting Date and Application Procedure: Anticipated start date to be as soon as possible after formal offer. Applications must include a cover letter, vitae, and at least five professional references. Review of applications will begin immediately and will continue until the position is filled. Compensation is competitive and will be commensurate with background and experience and includes a very attractive benefits package. Forward applications or nominations to:

California State University, Stanislaus
Attention: Chair, AVP Enrollment Management Search Committee
c/o Office of the Provost/VPAA
One University Circle, MSR 380
Turlock, CA 95382

Electronic applications may be sent to: kmcfield@csustan.edu. For questions please call (209) 667-3203.

THE UNIVERSITY: California State University, Stanislaus serves the San Joaquin Valley, one of the fastest growing areas in the country. Widely recognized for its quality academic programs, the University has 10 nationally accredited programs and approximately 400 full-time faculty. The University offers 40 undergraduate majors, 23 master's programs, and seven post-graduate credentials serving 8,836 students. New instruction facilities have been built for the unique pedagogy of professional programs, laboratory sciences, and performing arts.

CSU Stanislaus was recognized by the American Association of State Colleges and Universities as one of 12 public universities nationwide that demonstrate exceptional performance in retention and graduation rates. *U.S. News and World Report* ranked CSU Stanislaus as one of "The Top Public Universities-Master's" institutions in the West in its *America's Best Colleges* ratings. The University is recognized as a Hispanic-Serving Institution (HSI) by the U.S. Department of Education, and CSU Stanislaus has received national recognition with its ranking as one of the best 366 colleges in the nation by The Princeton Review.

Information contained in this announcement is subject to change with or without notice.

CSU Stanislaus is an Equal Opportunity/Affirmative Action Title IX/Section 503/504 employer. Qualified women, minorities, and persons with disabilities are encouraged to apply. CSU Stanislaus hires only individuals lawfully authorized to work in the United States. Clery Act: in compliance with the Jeanne Clery disclosure of campus security policy and crime statistics act, crime report statistics are available at <http://www.csustan.edu/UPD/pages/CampusCrimeStatistics/index.html>

The successful candidate must be fingerprinted and successfully pass a background check, which may include checks of employment records, criminal records, civil records, and motor vehicle records. In addition, this position may be designated under the California State University's Conflict of Interest Code and, if so, will be subject to filing the Fair Political Practices Commission Form 700.

8/12/09; 11/5/09