

Vice President for Enrollment Services
Kean University

Direct Link: <https://www.AcademicKeys.com/r?job=236496>

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Posted May 23, 2024, set to expire Mar. 27, 2025

Job Title	Vice President for Enrollment Services
Department	
Institution	Kean University Union, New Jersey
Date Posted	May 23, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Vice-(President/Provost/Chancellor)
Academic Field(s)	Enrollment Management/Registrar
Job Website	https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Vice-President-for-Enrollment-Services_R2842
Apply By Email	
Job Description	

External Applicant Instructions

- **Please upload your resume/CV for automatic population of information to your Kean application.**
- **Your contact information, work experience and education will be automatically filled in. Please review all fields – you will need to verify that the data is accurate.**
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In the “My Experience” section, you will find a resume/CV upload option where you can submit your cover letter and any other supporting documents you may wish to submit.

Vice President for Enrollment Services

Kean University in Union, New Jersey has grown into a comprehensive, global institution of higher education serving a diverse enrollment of more than 17,000 undergraduate and graduate students. Kean, New Jersey’s first Urban Research University, creates a world-class, innovative and inclusive society through equity and excellence in teaching, learning, global research, and impactful public engagement.

The University continues its legacy as a top producer of teachers in New Jersey and is a growing educational hub in the fields of business, health care and technology. Its six colleges – the College of Business and Public Management; the College of Education; the College of Liberal Arts; the Dorothy and George Hennings College of Science, Mathematics and Technology; Michael Graves College; and the College of Health Professions and Human Services - offer more than 50 undergraduate degrees over a full range of academic subjects. Kean also offers six doctoral degree programs and more than 70 options for graduate study leading to master’s degrees, professional diplomas or certifications.

The University is also a higher education innovator within the State of New Jersey, partnering with Ocean County College, in Toms River, New Jersey and Brookdale Community College, in Lincroft, New Jersey, to provide access for students to earn a bachelor’s degree from Kean. The Kean Skylands campus, located in Jefferson Township, New Jersey, is designed to serve as an outdoor living laboratory for field-based scientific study and other classroom and field instruction.

We are excited to invite applications for a Vice President for Enrollment Services to join our Kean team. The Vice President for Enrollment Services is committed to student success and will oversee

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the operations of, and staff in the areas of Strategic Enrollment Planning and Marketing; Admissions; and Registrar.

Reporting to the Senior Vice President for Administration, the Vice President for Enrollment Services is responsible for developing and implementing a comprehensive strategic enrollment plan that aligns with Kean University's mission and values. The Vice President will provide innovative and data-driven leadership to the University's efforts surrounding student recruitment, enrollment marketing, admissions systems and registrar processing and communication. The Vice President will ensure these efforts effectively convey the unique value proposition and strengths of Kean University to diverse stakeholders. As a key member of the executive leadership team, the Vice President will play a pivotal role in driving the University's growth strategy, focusing on the entire student lifecycle from pre-enrollment through graduation. *This position requires travel and a flexible schedule including evening and weekend hours.*

Qualifications: Master's degree from an accredited college and a minimum of eight years of progressive leadership experience in enrollment management, preferably in a higher education setting is required. Equivalent education and/or experience may be determined by the university. Candidate must have a proven track record of developing and executing successful enrollment plans that drive growth and enhance student success; exceptional analytical and data-driven decision-making skills, with expertise in leveraging advanced enrollment analytics and market research; a deep commitment to diversity, equity and inclusion in higher education; and strong leadership and team-building skills, with the ability to inspire and motivate a diverse team of enrollment professionals. Excellent communication and interpersonal skills are essential.

Candidacy review begins immediately and continues until appointment is made. **Please submit your cover letter, resume/CV and contact information for three professional references.** Official transcripts are required prior to the starting date of employment.



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Attention current Kean University employees (including part-time Student Assistants, Graduate Assistants, Academic Specialists and Adjuncts): Please apply via the internal career site to ensure consideration as an internal candidate. To apply internally, please log into your Workday account and select the Career icon on your homepage to view available positions.

Additional Information

Kean University complies with the [New Jersey First Act](#) (Senate Bill No. 1730, P.L. 2011, Chapter 70). Any individual newly hired by Kean University will be required to abide by this law and establish a principal residence in New Jersey. New employees will have a full 365 days to establish such residence, from the effective date of hire.

In compliance with the Americans with Disabilities Act (ADA), if you have a disability and would like to request an accommodation in order to apply for a position, please refer to Section III.A. of our [Reasonable Accommodations Policy & Procedures](#).

Diversity & Non-Discrimination Statement

Kean University is committed to establishing and maintaining a diverse campus community through inclusive excellence and equal opportunity. Kean's commitment to access and equity is designed to prepare each graduate to not only thrive, but climb higher in a diverse world. As an affirmative action, equal opportunity institution we work to support a campus-wide agenda to foster a community that both values and promotes the diversity and equity of all students, faculty, staff, administrators, and beyond.

EEO/AA Statement

Kean University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer



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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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