

Vice President for Enrollment Management
Cameron University

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Posted Feb. 21, 2025, set to expire Jun. 23, 2025

Job Title	Vice President for Enrollment Management
Department	Enrollment Management
Institution	Cameron University Lawton, Oklahoma
Date Posted	Feb. 21, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Vice-(President/Provost/Chancellor)
Academic Field(s)	Enrollment Management/Registrar
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Job Description	

Vice President for Enrollment Management

Job Description:

Cameron University invites applications and nominations for the position of Vice President for Enrollment Management.

POSITION: The Vice President for Enrollment Management is responsible for administration and leadership of the Office of Enrollment Management. The Vice President reports to the university president and works collaboratively and creatively with other university executive administrators to maintain and improve a living and learning environment conducive to student success.

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RESPONSIBILITIES: The Vice President for Enrollment Management provides direct oversight for the areas of Admissions, Financial Assistance, Registrar and Academic Services, which includes prospective student services, entry-level academic advising, testing and placement. The Vice President has managerial responsibility for the supervision, evaluation, and training of professional and classified support staff as well as responsibility for the development and administration of the budget for the Office of Enrollment Management including the allocation of university scholarship and waiver funds.

The position is available March 1, 2025.

MINIMUM QUALIFICATIONS:

- An earned master's degree in student affairs, educational leadership, or related field from a regionally accredited institution
- Eight years of relevant, progressively responsible experience in enrollment or advising services or related activities at a college or university
- Commitment to student success, collegial decision making, and collaborative leadership
- Demonstrated effective oral, written, and interpersonal communication skills
- Demonstrated skills in data management, data analysis, and quantitative decision making
- Demonstrated effectiveness in working with a diverse student, employee, and community population

PREFERRED QUALIFICATIONS:

- An earned doctorate in student affairs, educational leadership, or a related field from a regionally accredited institution
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At least three years of administrative experience in a college or university environment

- Demonstrated experience with development and execution of a comprehensive marketing and enrollment strategy to recruit and enroll prospective students and to retain current students

SALARY RANGE:Commensurate with university standards, educational background, and experience.

INSTITUTION:Cameron University (www.cameron.edu) is a state-supported regional institution located in Lawton, Oklahoma, with a branch in Duncan, Oklahoma, that offers undergraduate and graduate degrees. Dedicated to excellence, the university provides a wide range of economic, cultural, and educational opportunities for the betterment of all citizens. Master's-level graduate degrees are offered in business, behavioral sciences, and education; baccalaureate programs are offered in more than forty disciplines, and associate degrees are offered in many other studies. The close proximity of Fort Sill contributes to an area rich in cultural diversity and provides the opportunity for frequent cooperative efforts. The combined community of Lawton/Fort Sill has a population of more than 100,000 and is located adjacent to the picturesque Wichita Mountains Wildlife Refuge. A copy of the University's Annual Security Report, listing crime statistics and university policies, is available by contacting the Office of Public Safety or by accessing the report online at www.cameron.edu/ops.

APPLICATION PROCEDURE:Please apply online at <https://jobs.silkroad.com/Cameron/Careers/jobs/1670>. Attachments should include a cover letter indicating experience applicable to position, resume, transcripts (unofficial are acceptable at this point), and names, addresses, and telephone numbers of three professional references.

EEO/AA Employer/Vets/Disability

Contact Information

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

Contact

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