
Associate Vice President for Enrollment Management – RECRUITMENT 3481

California State University, Dominguez Hills is seeking an experienced professional to serve as the Associate Vice President for Enrollment Management

Under the administrative direction of the Vice President for Student Affairs, the Associate Vice President for Enrollment Management provides strategic leadership, innovation and data driven oversight for the development, implementation, and management of a comprehensive enrollment management program that focuses on sustained, positive results in student recruitment, enrollment, retention, graduation, and financial aid. The incumbent must have the ability to execute innovative practices that will support access and degree attainment in undergraduate and graduate programs. They will bring an established record of accomplishments; have an appreciation for recruiting in historically underrepresented markets; and demonstrate experience assessing and developing targeted markets at the undergraduate and graduate levels. In doing so, the Associate Vice President for Enrollment Management oversees the following offices: Outreach, Admissions and Records, Financial Aid, Registration and Graduation, and Enrollment Management Communications.

The Associate Vice President must have the ability to lead in a dynamic environment. This individual must have stellar leadership talents; an innovative, can-do style, and the aptitude to collaborate with a diverse population. This individual will work collaboratively with individuals across the institution in the data-driven development, execution and assessment of a strategic enrollment management plan that advances the University's Strategic Plan.

The Associate Vice President for Enrollment Management works collaboratively with senior leaders in all divisions developing and achieving measurable outcomes, creating enrollment models, incorporating innovative practices into plans and strategies, and shaping policy and practices in the recruitment and retention of students to achieve the university's student success goals. The AVP will partner with the University Effectiveness, Planning and Analytics office in the analysis and use of enrollment data, collaborating with appropriate offices and individuals on communication and customer service issues that may impact recruitment and retention efforts. The AVP will work in tandem with University Advancement and University Communications and Public Affairs on outreach, marketing, and recruitment publications and materials, and effective oversight and management of financial aid awards and student scholarships.

CSU Dominguez Hills, an urban university in the twenty-three campus California State University system, is located in Carson, in the South Bay region of Los Angeles County. Its 346-acre campus is situated in the historic Rancho San Pedro, the oldest Spanish land grant in the Los Angeles area. The campus is strategically located in the heart of a major technological, industrial, and transportation complex in Southern California. The area includes the massive Port of Los Angeles and Port of Long Beach—Southern California's gateway to international commerce. Cultural, performance, and sports venues in downtown Los Angeles are about twenty-five minutes away and the South Bay beach communities are a few minutes away to the west and south. The StubHub Sports Center, a 125-acre sports center developed by AEG and home to Major League Soccer's L.A. Galaxy, is located on the CSUDH campus.

With an enrollment exceeding 14,000 students, CSUDH is a federally recognized Minority- Serving Institution as well as a Hispanic Serving Institution and is among the most ethnically diverse universities in the nation: 60% Hispanic, 14.5% African American, 11% White, and 11% Asian/Pacific Islanders.

CSUDH is fully accredited by the WASC Senior College and University Commission (WSCUC) and offers 45 baccalaureate degrees, 24 master's degrees, and a number of certificate and credential programs. While continuing to emphasize the liberal arts and sciences, the university offers professional programs at both the undergraduate and graduate levels. Twelve programs hold accreditations from national professional associations: business administration, clinical sciences, computer science, education, health science, music, nursing, occupational therapy, public administration, social work, special education, and theatre arts. The university is known for excellence in teacher education, nursing, psychology, business administration, and digital media arts. CSUDH is also a national leader in distance education, with ten academic degree programs and seven certificate programs offered online.

Qualifications:

Required Education: Master's Degree from an accredited college or university.

Required Experience: At least 10 years of progressively responsible and demonstrated success in higher education enrollment management, including marketing, data-driven programs, budgetary and personnel responsibilities, enrollment management planning, contract management and program development, with at least 5 years as a supervisor of professional staff

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Required Knowledge, Skills, and Abilities:

Knowledge of national and state issues related to higher education policies and practices influencing enrollment management;

A record of dynamic, collaborative, proactive, visionary and ethical leadership;

Excellent interpersonal, communication, management, problem-solving and decision-making skills;

Ability to work with professional integrity and discretion;

Experience with collaborative retention strategies;

Leadership experience in supporting a diverse student population;

Knowledge and leadership experience in supporting a culture of inclusion and multicultural competence

Excellent written and verbal communication skills, including expertise in presenting publicly and speaking on behalf of the university.

Certification: Valid driver's license

California State University Dominguez Hills is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status. For more information or definition of these terms please visit:

<http://www.dol.gov/ofccp/regs/compliance/posters/pdf/eeopost.pdf>

http://www.dol.gov/ofccp/regs/compliance/posters/pdf/Supplement_English.pdf

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call the Human Resources Office at (310) 243-3771 or the Academic Affairs Personnel Services Office at (310) 243-3766.

Clery Act crime statistics for CSUDH are available at <http://www.csudh.edu/dhpd/dhpd.htm>, or by calling University Police at (310) 243-3639.

Upon appointment all candidates must furnish proof of eligibility to work in the U.S.

The California State University is Smoke and Tobacco Free. Smoking, Vaping and other Tobacco use are Not Permitted anywhere on University property. Education Code 42356, CCR Title 5, Article 9

For more information or to apply, please visit <https://www.csudh.edu/hr/job-opportunities/> or contact Julio Arevalo at (310) 243-3093

How to Apply:

- Utilize Firefox as your main web browser, this will avoid any technical glitches
- Click on the link to be directed to our Job Opportunities page: <https://www.csudh.edu/hr/job-opportunities/>
- Scroll towards the bottom of the page and under “New and Returning Applicants” click on “View Job Opportunities”

Executive Searches

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Welch Hall, Room WH A-340

Main (310) 243-3771
Fax (310) 217-6947
TDD (310) 243-2028

- Once you are redirected to the Careers page
- Look for Job ID **3481, Associate Vice President for Enrollment Management (Administrator III)**
- Proceed to follow the prompts to complete your application

03/28/2019	Chemical Hygiene Officer (Administrative Analyst/Specialist - Exempt II), Environmental Health & Occupational Safety	3364	CSUDH Campus
04/08/2019	Leadership and Student Engagement Coordinator - Exempt (Student Services Professional III) Office of Student Life	3482	CSUDH Campus
04/10/2019	Associate Vice President for Enrollment Management (Administrator III)	3481	CSUDH Campus 