



Vice President, Enrollment Management

Seattle University

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Seattle University (SU), a nationally-ranked independent Jesuit-Catholic institution adjacent to downtown Seattle, seeks an inspiring, strategic, and experienced leader to serve as the Vice President, Enrollment Management (VPEM). Reporting to the Provost and a member of the President's Executive Cabinet, this leader works in collaboration with all stakeholders of the university to ensure Seattle University continues to serve as an innovative and progressive Jesuit and Catholic University educating with excellence at the undergraduate, graduate, and professional levels.

Ranked as one of the nation's leading institutions for education by The Princeton Review, and one of 28 Jesuit colleges and universities in the United States, Seattle University serves 7300 students, including 4800 undergraduates and 2450 graduate and professional students. The 2020 strategic plan prioritizes the refinement of institutional identity and direction; shared governance and an inclusive culture; and the need to respond to the significant opportunities and real challenges presented by a changing environment in ways that support the mission and Jesuit educational purposes. The VPEM will have a critical role in partnering with campus stakeholders to ensure that enrollment strategy and outcomes are informed by and contribute to the University's strategic direction for the next five years

The VPEM is responsible for providing vision and leadership to the university in strategic enrollment management, including undergraduate, graduate and international admissions, student financial services, registrar, and student success initiatives. The Enrollment Management Division (EM) oversees the distribution of financial aid each year to approximately 89% of undergraduates and over 68% of graduates who receive financial assistance. The division employs over 70 full-time staff members to provide guidance, outreach, and structure for prospective students from the inquiry stage through the decision process and enrollment.

Specific job functions for the VPEM include the following:

- Provide leadership to the Enrollment Management (EM) division, including Undergraduate and Graduate Admissions, Student Financial Services, Registrar, and International Recruitment;
- Provide active oversight of strategies most critical to achieve enrollment goals and budgeted net tuition revenue by term and secure resources necessary for the team to achieve objectives;
- Be familiar with current enrollment technologies and strategies and ensure EM staff and campus colleagues are trained to utilize them, to recruit and enroll prospective students, serve current students and alumni, and meet institutional needs for performing key functions and providing data;
- Develop and implement strategic enrollment plans by collaborating proactively with campus stakeholders to develop/update and implement strategic enrollment plans aligned with the university's mission, vision, values and strategic goals;
- Develop and recommend enrollment, tuition and financial aid projection, including leading a working group, supported by Institutional Research, to develop non-law enrollment, tuition and financial aid projection;
- Work with key partners to ensure that SU remains relevant and competitive in a changing marketplace; and
- Provide thought-leadership to the Cabinet, Council of Deans and other bodies on enrollment and other matters.

The VPEM will have a deep understanding of enrollment management and will be a leader in a broad range of enrollment functional areas. The successful candidate will have a master's degree and seven or more years of progressively responsible enrollment management experience. A record of partnering with faculty on enrollment strategies and practices is preferred. They will have a record of successful negotiations of contracts for products and services. A natural collaborator and highly effective communicator, they will be a demonstrated team player and will be seen as trusted advisor to campus colleagues. The ideal candidate will possess the ability to handle difficult matters with wisdom, courage, confidence, and confidentiality. Strong experience with financial management, sophisticated data evaluation skills, and excellent communication skills are required. Additionally, the VPEM will have a deep appreciation for and understanding of Seattle University's Jesuit Catholic tradition and commitment to its mission, vision, and values.



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Seattle University has engaged Amy Sugin, Beth Schaefer, and Malissa Brennan of Koya Leadership Partners to assist in this search. To apply, please submit your candidacy here: <https://talent-profile.koyapartners.com/search/3827>

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