Westminster College invites nominations and applications for its next Vice President for Enrollment Management (VPEM). Established in 1852, Westminster College is a private four-year liberal arts institution with 168 years of experience in providing an outstanding place to learn, teach, work, and live. Located in rural New Wilmington, Pennsylvania—one hour north of Pittsburgh and one hour southeast of Cleveland—Westminster was the first integrated and coeducational college in the nation to offer curricula in the arts and sciences. The College’s mission is to help our 1,150 students develop competencies, commitments, and characteristics that distinguish human beings at their best. The College has been recognized for its outstanding graduation rates, civic engagement, undergraduate research in all fields, and women in STEM; the College has a strong tradition of exceptional performance in NCAA Division III athletics and in the arts.

The College seeks a creative and strategic enrollment management leader to build upon the successful work of this division. Reporting directly to the president, the VPEM is the chief enrollment officer for the institution, serving on the President’s senior leadership team and playing a critical role in shaping the College’s future. The VPEM will oversee the offices of Admissions and Financial Aid. Candidates will possess the ability to conceptualize and implement a dynamic and data-informed vision for the enrollment management division; the ability to inspire and motivate a highly dedicated team; and the interpersonal skills and desire to partner with all areas across campus. The vice president must possess strong analytical abilities and an aptitude for harnessing data to drive prospective student engagement and enrollment planning in order to meet institutional goals. The VPEM must demonstrate an appreciation for and the ability to articulate the strengths and values of the Westminster College educational experience in a highly residential and inclusive setting. Evidence of a proven track record in enrollment management as well as leading with integrity, inclusiveness, energy, optimism, and a team-oriented philosophy will be important. Candidates should have strong interpersonal and communication skills, particularly through technologies that effectively engage prospective students. A master’s degree is required.

Interested applicants should submit a letter of candidacy responding to the opportunities and desired attributes, a complete resume, and the names, addresses, phone numbers, and email addresses of three references, none of whom will be contacted without the formal permission of the candidate. Materials should be submitted electronically to Mr. Matthew Stinson, Vice President for Institutional Advancement, at VPEMsearch@westminster.edu by July 10, 2020, for the most favorable consideration, but applications will be accepted until the position is filled. For more information and to review the Search Profile for the VPEM, which contains additional information, visit: http://www.westminster.edu/VPEM

Westminster College in an Equal Opportunity Employer enhancing learning through diversity and inclusion.