



MINNESOTA STATE
System Office Human Resources

Job Class: Administrator 7 – Job Posting SO106P

Working Title: System Director for Strategic Enrollment Management

Who May Apply: This posting is open to all qualified applicants.

Date Posted: 11/10/2022

Closing Date: 11/30/2022

Hiring Agency/Seniority Unit: Minnesota State - System Office (Administrator's)

Division/Unit: ASA

Appointment Type: Limited, Full-time

Work Shift/Work Hours: Day Shift

Assignment End Date: Up to three years from start date

Days of Work: M-F

Travel Required: Yes, occasionally for training and conferences

Salary Range: \$91,000 - \$146,000/annually

Classified Status: Unclassified

Bargaining Unit/Union: 220 – Administrator's Plan

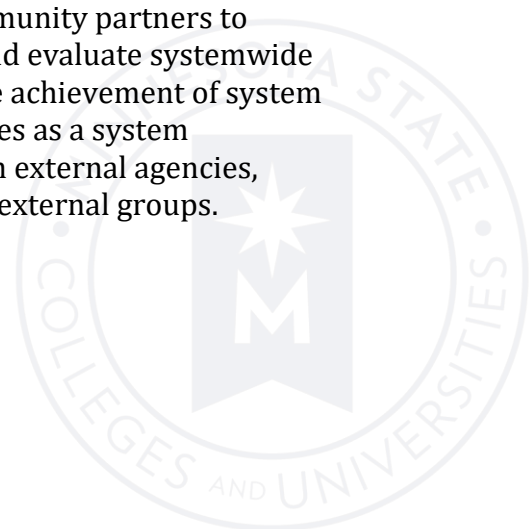
FLSA Status: Exempt

Connect 700 Program Eligible: No

Job Summary:

This is a limited position which may last up to 3 years from start date.

The System Director for Strategic Enrollment Management exists to provide strategic leadership for system level responsibilities within the Division of Academic and Student Affairs. This position also provides support for the associate vice chancellor for student affairs and enrollment management and involves significant discretion and substantial involvement in the development, interpretation and implementation of Minnesota State policy and strategic enrollment management initiatives. The System Director for Strategic Enrollment Management works with diverse educational and community partners to initiate, research, synthesize, develop, communicate, implement and evaluate systemwide policies, procedures, guidelines, programs and data to facilitate the achievement of system and institutional enrollment management goals. This position serves as a system representative for the division of academic and student affairs with external agencies, campus administrators, faculty, staff and students as well as other external groups.



About Minnesota State

Minnesota State is the largest single provider of higher education in the state. With 33 institutions, including 26 community and technical and seven state universities, Minnesota State serves 64 percent of the state's undergraduate student population.

We employ more than 14,800 dedicated faculty and staff focused on student success. We provide essential training and specialized certification options for business, industry, and professionals throughout Minnesota.

The work location is in the heart of downtown St. Paul, right in the skyway system. Benefits include excellent low cost and low deductible health and dental insurance, retirement package, tuition waiver at Minnesota State institutions (after three years of employment) and flexible working hours.

Minnesota State System Office is proud to be a Minnesota Yellow Ribbon agency.

Minimum Qualifications:

Resume must reflect all minimum qualifications. Please enter your experience in chronological order, including the month and year of employment.

- A master's degree in an area that provides the necessary background in student enrollment services, student development, or higher education administration.
- Minimum of seven years of progressive experience in enrollment or student success or related area.
- Experience developing, implementing and assessing/monitoring strategic enrollment management initiatives.
- Demonstrated commitment to equity and inclusion; able to bring diverse perspectives and experiences together.

Minnesota State is unable to sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

Preferred Qualifications:

- A Doctoral Degree.
- 7 years of administrative experience in higher education, including at least 5 years at the program director level (or equivalent) or higher with a focus on strategic enrollment management.
- Student affairs/enrollment management work experience in more than one type of college or university (community college, university, public, private, etc.).
- Demonstrated commitment to evidence/databased strategic approach to enrollment management with strong analytical, critical thinking, project management, problem recognition and resolution skills.

- Student affairs/enrollment management work experience in a college, or university system office.
- Experience working with legislators and legislative staff members and testifying at legislative hearings.
- Experience working in a collective bargaining environment.

Additional Requirements

In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle shall be required to conform to Minnesota State's Vehicle use criteria and consent to Motor Vehicle Records check.

Other Information:

Employment information for this position can be found in its collective bargaining agreement or its plan document at <http://mn.gov/employee-relations/labor-relations/Labor>.

Why Work for Us

At Minnesota State we promote the ability for our employees to move within the Minnesota State system of Colleges and Universities, located throughout the State of MN. To learn more, please visit: [Work at Minnesota State!](#)

At Minnesota State, we have a GREAT BENEFITS PACKAGE! Our generous benefits include 11 paid Holidays, Vacation Time, Sick Time, six weeks of Paid Parental Leave, low cost medical (\$37.74 per month single and \$257.50 per month family) and dental insurance with low deductibles (\$250 - \$1500), a Pension Plan, 457(b) and 403(b) retirement plans and other retirement investment options, pre-tax medical and dental expense (with roll-over option) and dependent care accounts, employer paid life insurance, short and long term disability, as well as professional development and a tuition waiver program for employees and their dependents, etc. We promote the health and well-being of our employees and take work/life balance seriously.

How to Apply

Please go PeopleAdmin at:
<https://mnsystem.peopleadmin.com/postings/1735>

-
- All application materials must be received by the Human Resources Department by 11:59pm on the date the position closes.

Contact

If you have questions about the position, contact Shawna Tienter at Shawna.tienter@minnstate.edu or 651/201-1845.

Equal Employment Opportunity

Minnesota State Colleges and Universities is an Equal Opportunity employer/educator committed to the principles of diversity. We prohibit discrimination against qualified individuals based on their race, sex, color, creed, religion, age, national origin, disability, protected veteran status, marital status, status with regard to public assistance, sexual orientation, gender identity, gender expression, or membership in a local commission as defined by law. As an affirmative action employer, we actively seek and encourage applications from women, minorities, persons with disabilities, and individuals with protected veteran status.

Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact Shawna.tienter@minnstate.edu