Vice President of Enrollment Management

Monmouth College, a selective, private residential liberal arts college in Western Illinois and founding member of the consortium of the Associated Colleges of the Midwest (ACM), is seeking a Vice President of Enrollment Management. The Vice President is the senior executive responsible for the College’s undergraduate admissions, communications, and financial aid operations with a staff of 23. The successful candidate will demonstrate a strong commitment to liberal arts education with a passion for making a difference in the life of an institution, and in the lives of young men and women.

Under the direction of new president Dr. Clarence R. Wyatt, the Vice President will partner with strong senior staff in leading the institution forward. The Vice President will serve as an influential and pivotal contributor to the College’s ongoing success, analyzing the landscape of the higher education to best position Monmouth in an increasingly competitive enrollment marketplace. The Vice President will also be a key partner in President Wyatt’s newly invigorated, comprehensive strategic planning process for the College. The successful candidate will plan, develop and implement bold admissions, financial aid, and communications plans; will collaborate with faculty and other internal partners; will apprise the Board of Trustees on enrollment and pertinent institutional issues; and will champion the strengths, successes and vision of Monmouth College to all internal and external constituents. In addition, the new Vice President will develop proposals, analyze data, shape strategic thinking and assess effectiveness of various recruitment and financial aid initiatives; lead the financial aid program and maintain fiscally responsible policies and practices; partner with Communications to establish recruitment themes of the college; and will collaborate with Academic Affairs and Student Life to improve retention efforts for the College.

This leader will have the creative thinking and analytical skills to develop, implement and evaluate effective recruitment and financial aid results. The Vice President will be a good listener, making connections across the College, and will be dedicated to the people of Monmouth College and the institution’s values.

Monmouth College: Established in 1853 by Scotch-Irish Presbyterian pioneers, Monmouth College is a nationally ranked, selective, residential college of 1,300 students. Monmouth celebrates its history as an outstanding private college dedicated to excellence in undergraduate education, attracting one third of its students from out of state markets, one third from Chicago and surrounding areas, and one third from Central Illinois.
As a community of learners, Monmouth strives to create and sustain an environment that is value-centered, intellectually challenging, aesthetically inspiring, and culturally diverse. The College integrates a four-year program of general education with in-depth study in the major and a rich array of co-curricular activities in order to foster the discovery of connections among disciplines and of larger patterns of meaning. Through these experiences, Monmouth students explore multiple perspectives on the human condition and prepare themselves for rich personal and professional lives – for leadership, citizenship, and service in a global context.

Admissions and Financial Aid Overview: The Office of Admissions is responsible for recruitment, admission, and enrollment of undergraduate first-year, transfer, and international degree-seeking students. At Monmouth the admissions process is highly personal. In reviewing candidates, the office looks beyond the transcript to identify high school students with potential to achieve academically and bring energy to the campus. Recent years have seen large entering classes at Monmouth with an increasing out of state and international presence. The new Vice President will build on these achievements.

For fall 2014-2015, the cost of a Monmouth education for full-time undergraduates is approximately $41,000 making it a best buy in American higher education. Monmouth is committed to being a place of high opportunity, high quality and achievement. Monmouth students benefit from a generous financial aid program. Approximately 95 percent of Monmouth students receive institutional financial assistance. Applying a leveraged approach to its awarding practice, the primary goal is enrolling a class that is more easily retainable while obtaining sustainable net revenue levels.

Qualities and Expectations: The Vice President for Enrollment will encounter a community receptive to new ideas, supportive of change, and willing to champion enrollment success. The successful candidate will join a stable senior team that is collaborative with a strong sense of community, mission, and purpose. In return, this new leader is expected to possess the following qualities:

- Proven ability to navigate and succeed in challenging, demographic markets
- Ambitious for the institution and for himself/herself with a drive to make a significant difference in the future of the College
- Committed to high achievement
- Possesses vision, high energy and enthusiasm to offer positive change in the lives of young men and women
- Able to build strong relationships across campus, and engage students, staff, faculty, coaches, parents and alumni in helping to achieve the enrollment vision
- Expertise and leadership in the management of admissions and recruitment with a record of enrollment success
- Effective manager in financial aid including strong knowledge and practice in discounting and leveraging with an eye trained on net tuition revenue
The Campus: Monmouth takes great pride in its facilities. Thanks to a strong commitment by the board of trustees and the generosity of alumni and friends, $120 million has been dedicated to renovations in the past 10 years and the 112-acre Monmouth College campus truly has that “wow” factor. Impressively, distinctive, and traditional buildings comprise the campus. Monmouth College’s newly completed $42 million Center for Science and Business was designed to encourage collaboration among students and faculty from traditionally separate disciplines by the configuration of the offices, classrooms, and laboratories. Monmouth’s athletes enjoy training, practice and game facilities that are renovated and among the finest in the nation for an NCAA Division III college. Such advantages have helped Monmouth rise to national prominence in football, men’s and women’s track, and men’s golf. The Dahl Chapel and Auditorium hosts most musical events at Monmouth College. The Auditorium, a 600-seat facility built in 1896 with its warm acoustic environment has been praised by visiting artists. The building has been further enhanced by $1.5 million in renovation projects.

Monmouth continues its dedication to improvements. The current $75 million Capital Campaign for Academic Excellence will provide a progressive blueprint for enhancing the Monmouth educational experience in the coming years, including support for scholarships and the annual fund. More information “About Monmouth College” can be obtained here.

Living in Monmouth, IL: Monmouth College is located in Monmouth, Illinois. Known as the Maple City because of its tree-lined streets of Victorian homes, Monmouth is the Warren County seat and home to 9,900 residents. The college is situated in an historic residential neighborhood, which serves as the center of the city. Residents enjoy small town living and easy commutes to work. Many of the amenities of larger cities are also in Monmouth or one of
its neighboring cities. **Live music, festivals and performances** can be found in Monmouth as well as historic markers around town that commemorate the proud city history, from its development as an agricultural community, to visits by famous figures such as Abraham Lincoln, Stephen Douglas, Wyatt Earp, Joseph Smith, and Ronald Reagan.

Monmouth College is about an hour’s drive from Peoria, IL, and from the **Quad Cities** (Davenport and Bettendorf in Iowa; Rock Island, East Moline and Moline in IL – with a combined population of 384,000). These popular destinations provide families with opportunities to visit museums, a planetarium, zoos, malls, and sample a wide range of cuisine. In addition, Monmouth is located 3.5 hours from the city centers of both St. Louis, Mo., and Chicago.

**To Apply:** Monmouth College is being assisted by [Napier Executive Search](mailto:Mary.Napier@napiersearch.com) in finding the best professional to fill the position of Vice President of Enrollment Management. To arrange for a confidential conversation or if you wish to nominate someone for this position, please contact Mary Napier ([Mary.Napier@napiersearch.com](mailto:Mary.Napier@napiersearch.com)) or Robin Reynders ([Robin.Reynders@napiersearch.com](mailto:Robin.Reynders@napiersearch.com)). To apply, please send a resume, a detailed letter of interest and contact information for three professional references by email to: [monmouthcollege@napiersearch.com](mailto:monmouthcollege@napiersearch.com). For assurance of full consideration, please submit application materials no later than February 25th. Resumes will be reviewed until the position is filled. All applications and nominations will be considered confidential and notice will be given before references are contacted.

*Monmouth College, an Equal Opportunity Employer, is committed to diversity and encourages applications from women and minority candidates. Monmouth does not discriminate on the basis of race, religion, color, sex, national origin, ancestry, disability, age, military service, marital status, sexual orientation or other factors as prohibited by law in its employment policies.*