



INVITING NOMINATIONS AND APPLICATIONS FOR  
**VICE PRESIDENT FOR ENROLLMENT SERVICES**

**LeTourneau University**, an interdenominational, evangelical Christ-centered institution of higher learning, seeks an experienced senior-level enrollment administrator to oversee the operations and professional staffs of the offices of Enrollment Services, Financial Aid and Admissions. The Vice President for Enrollment Services ensures that the University's mission of preparing men and women to make an impact through their calling by providing an exceptional Christ-centered education is clearly communicated and evidenced through the services for the recruitment and enrollment of undergraduate and graduate students.

Reporting to the Provost and Executive Vice President, the Vice President for Enrollment Services is responsible for the recruitment and enrollment processes of the University, serves as the liaison and resource to the administration regarding enrollment of students, and compiles data and provides analysis related to these areas. The Vice President ensures adherence to state and federal policies, regulations and procedures regarding financial aid and admissions. This administrator is charged with achieving the University's enrollment goals.

Established in 1946 to educate returning World War II veterans, LeTourneau University is a comprehensive interdenominational Christian university with recognized professional programs. Serving nearly 3,200 students, the University awards undergraduate degrees in engineering, technology, the liberal arts, business, aeronautical science, social sciences, education and the sciences, plus master's degrees in business, education, and engineering.

LeTourneau's 162-acre main campus is located in Longview, Texas. The University also offers business, education, and psychology degree programs online and at education centers in Austin, Bedford, Dallas, Houston, and Tyler, Texas.



# VICE PRESIDENT FOR ENROLLMENT SERVICES



## Responsibilities

*Among the many and varied duties of the Vice President for Enrollment Services are:*

- Aligns the Enrollment Services priorities with the University's Strategic Plan
- Oversees the management and operations of the Enrollment Services, Financial Aid and Admissions
- Develops, reviews and monitors recruitment and enrollment strategies and practices to meet enrollment goals
- Develops, reviews and monitors financial aid strategies and practices
- Develops and maintains productive relationships across the university and the professional community
- Manages budgets for Enrollment Services offices
- Analyzes statistics and trends to determine enrollment outcome
- Oversees marketing materials for recruitment

## Qualifications

The Vice President for Enrollment Services will be a detail-oriented administrator. A master's degree is required and a Ph.D. is preferred. Candidates should have at least 10 years of enrollment services experience, with at least three years of managerial responsibilities.

This individual is expected to demonstrate a maturing personal faith in Jesus Christ while meeting the responsibilities of the position.

Other qualifications include:

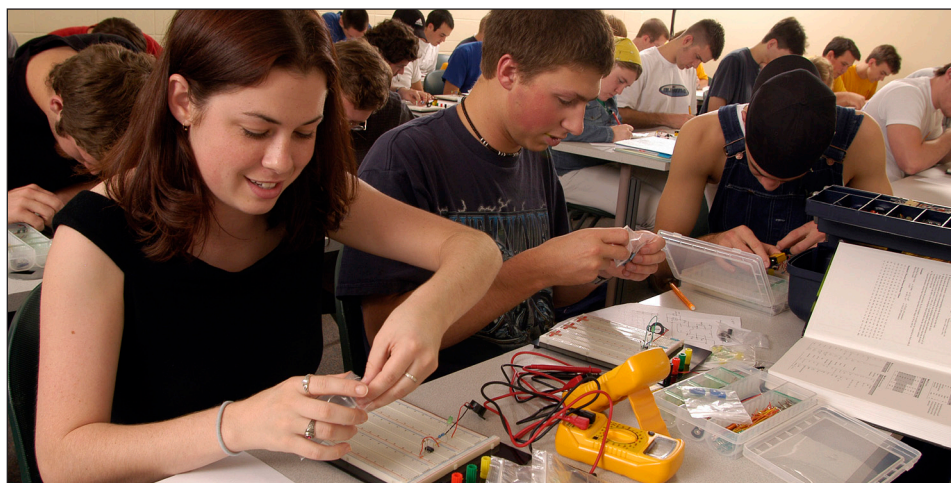
- Strong appreciation for Christian higher education and an enthusiastic Christian faith that is in agreement with the University's

statement of mission and faith

- Personal integrity that demonstrates ethical leadership beyond professional responsibilities
- Successful record of meeting enrollment goals
- Ability to analyze data
- Extensive knowledge of federal and state regulations pertaining to financial aid and admissions
- Exceptional presentation and communication skills
- Knowledge and ability to administer a complex budget and manage diverse staffs
- Ability to meet multiple deadlines and handle diverse projects simultaneously

## About the University

LeTourneau University is an interdenominational, evangelical Christian university of nearly 3,200 students. The more than 60 academic programs include engineering, engineering technology, aeronautical science, business, education, social sciences, the liberal arts and natural



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sciences. The University also offers programs in business, education and psychology online and at educational centers in Austin, Bedford, Dallas, Houston and Tyler, Texas.

LeTourneau University is a comprehensive university that includes excellent professional programs. The School of Engineering is highly recognized in Christian higher education. Recently, the University's aviation program was named the nation's best by the National Intercollegiate Flying Association.

LeTourneau certifies more classroom teachers than any other independent university in Texas. The University has an established history of educating business, management and leadership students in the urban centers of Texas where more Fortune 500 corporations are headquartered than any other state.

The faculty leading these recognized professional programs are committed to quality teaching and scholarship. Since 2000, LeTourneau University faculty have been awarded more than \$10,000,000 in sponsored project funding from sources such as NSF, NIH and the State of Texas.

LeTourneau University is consistently recognized by *U.S. News and World Report* as one of "America's Best Colleges." It has been honored for distinguished community service by being named to the President's Higher Education Community Service Honor Roll for exemplary service efforts.

Committed to being a global university, LeTourneau embraces diversity. Students, faculty and staff

reflect a variety of ethnicities, races, and geographical backgrounds. All 50 states and 22 different countries are represented in the student body.

Further expansion of global programs is a strategic priority. A new Center for Global Service Learning will build on the international success



## "Every Workplace – Every Nation"

### Vision Statement

*Claiming every workplace in every nation as their mission field, LeTourneau University graduates are professionals of ingenuity and Christ-like character who see life's work as a holy calling with eternal impact.*

### 2010-2015 University Strategic Plan

After 28 months of campus-wide strategic thinking about LeTourneau's future, President Dale Lunsford has announced the "Every Workplace – Every Nation 2010-2015" strategic vision. The plan will guide the University's development over the next years. The University's unique mission is one of preparing competent professionals with Christ-like character to impact workplaces around the world.

The strategic plan consists of five commitments made by the University:

- We are committed to educate a new generation of leaders who effectively integrate their Christian faith and professional calling.
- We are committed to meet the changing needs of students who seek a Christ-centered residential university education.
- We are committed to achieve excellence as a Christ-centered university of exceptional professional programs.
- We are committed to be a university of global influence.
- We are committed to develop the capabilities, structure, and resources to achieve our vision.

Implementation of the plan is just beginning and the successful candidate for this position will have a unique opportunity to lead LeTourneau University to complete this strategic vision.

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of LEGS—a unique collaboration of faculty and students that engineers low-cost, sustainable prosthetics for the developing world.

The average SAT scores of entering freshmen are approximately 140-160 points above the national average. LeTourneau University has a total of 32 National Merit Scholars.

LeTourneau is known for graduating students who exhibit a strong work ethic, character and immediate effectiveness in the marketplace, across the nation and around the world. The University's three-year average graduate placement rate is 91 percent overall.

At LeTourneau, athletics is a vital and integral part of the educational process. LeTourneau is a member of the American Southwest Conference, NCAA Division III. More than 200 student athletes participate in the six Men's sports - baseball, basketball, cross-country, golf, soccer and tennis - and seven Women's sports - basketball, cross-country, golf, soccer, softball, tennis and volleyball.

The Longview campus is primarily residential. More than 85 percent of the students participate in one or more of the intramural sports.

## About Longview, Texas

The 162-acre main campus is located in Longview, Texas, a progressive hub city with an MSA of 200,000, nestled among the beautiful pine-forested hills and lakes of East Texas. Longview is approximately 120 miles east of Dallas, Texas, and 60 miles west of Shreveport, Louisiana.

Longview is the business and cultural



hub for the area. Nearby are several lakes where fishing and camping are favorite activities. Mild winters and colorful springs and autumns provide a perfect setting for the high quality of life found in Longview.

In 2008, Longview was named one of the "100 Best Communities for Young People" by America's Promise Alliance,

which reviewed five features of the community: caring adults, safe places, a healthy start, effective education, and opportunities to help others.

*LeTourneau University considers candidates without discrimination on the basis of race, age, sex, genetic information, handicapping condition, or national origin.*

## Application Process

Candidate applications and nominations for the position of Vice President for Enrollment Services at LeTourneau University are now being accepted. To apply, submit a cover letter and résumé to:

**LETU-VP@myersmcræ.com**

Myers McRae is conducting this search for LeTourneau University. To contact the Myers McRae Executive Search Consultant:

- **Emily Myers**, President & CEO  
(478) 330-6222 | emilymyers@myersmcræ.com



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