



Director of Financial Aid Search

Southern Wesleyan University, an evangelical Christian institution located in the town of Central, South Carolina, welcomes applications and nominations in the search for its next **Director of Financial Aid**.

The Institution: Founded in 1906, Southern Wesleyan University (SWU) embraces its mission: "...to serve as a Christ-centered, student-focused learning community devoted to transforming lives by challenging students to be dedicated scholars and servant-leaders who impact the world for Christ." SWU abides by the belief that every individual has a God-given purpose, brought to fruition by the sanctifying power of the Holy Spirit and the challenge of scholarship. This belief is manifested in SWU's Four Outcomes:

Biblical Faithfulness – Regardless of the blowing winds of society's cultural trends and secular philosophies, faithfulness to God's Word must be the foundation, the center, and the goal of all Christian higher education. At SWU this means both allegiance to God and submission to Scripture.

Academic Rigor – We pursue wisdom that begins with the fear of the LORD (e.g., Prov. 9:1). We teach our students to think critically and Christianly. Rigor means, regardless of ability, we come alongside students and challenge them to love God with all their mind.

Vocational Effectiveness – We graduate students who succeed in the workplace and graduate school. We equip them in the classroom, through on- and off-campus experiences, mentoring, and internships. More than 90% of SWU graduates express satisfaction in their vocational and educational preparation over five, ten, and fifteen years.

Financial Sustainability – Too many students face insurmountable college debt. A SWU education must be affordable for students and sustainable for our university in the long-term.

In summary, SWU is committed to graduating students who love Jesus, who think critically, who are employable, and who are not in crippling debt.

Southern Wesleyan University, as one of five colleges/universities operated by The Wesleyan Church, has historically held a high view of Scriptural authority, while affirming denominational distinctions such as racial and gender equality. The Wesleyan dynamic of holiness—personal piety and social justice expressed as love for God and others—is also foundational to the mission of the University. The next Director will demonstrate a Wesleyan ethos aligned with this view of Scriptural authority and holiness.

Accredited by the Southern Association of Colleges and Schools Commission on Colleges, SWU serves nearly 1,100 students in approximately 40 areas of study, which include both undergraduate and graduate

programs. The main campus consists of 350 beautiful acres in the town of Central, South Carolina, and offers students access to high quality learning and living facilities, many of which are newly constructed or recently renovated. The University employs 45 full-time faculty members and boasts a robust offering of online degrees in addition to its on-campus offerings. It also offers 12 men's and women's sports programs, enjoys dual membership in the NCAA Division II and the NCCAA (National Christian College Athletic Association), and, since 2007, it has won 17 NCCAA national championships. For more information about the University, please visit <https://www.swu.edu> and/or view the [search prospectus](#).

The Position: Reporting to the Vice President for Finance, the Director of Financial Aid administers all matters dealing with the Financial Aid (FA) office to include systems planning, policy development, general operations, and ensure federal, state, NCAA, institutional, and outside scholarship compliance. They are responsible for the day-to-day administration of the Financial Aid office and for the hiring and supervision of all professional staff within the office. The Office of Financial Aid administers over \$23 million dollars from various sources. The Director oversees the office's compliance with federal (all Title IV aid), state (merit and need-based), institutional (merit and athletic), NCAA, and outside scholarships. They review and incorporate program rules/regulations into office policies and procedures and ensure that staff are adequately trained, and at various times when traffic may be very heavy, the Director may assist with operational responsibilities. As needed, the Director meets and advises students, parents, faculty, alumni, staff, and the public regarding Financial Aid matters. They monitor campus-based aid allocations and expenditures, adjusts allocations as appropriate, and plan and manage the distribution of all financial aid funds and monitor satisfactory academic progress (SAP) on a term basis for degree-seeking students. In conjunction with the Student Accounts Office, the Director of Financial Aid requests state aid funding, as needed. The Director submits FISAP annually and serves as the main point of contact for the annual Uniform Guidance audit. They also ensure an accurate federal student aid database access with the Student Aid Internet Gateway (SAIG) and monitor the function of system integration with financial aid systems (FAS) and collaborate with Information Technology (IT) as needed. The Director is expected to attend (or assign attendee) meetings, conferences, or workshops at the federal, state, local, NCAA, and institutional level as it pertains to development and dissemination of all aid programs. They act as the University's primary financial aid representative when speaking at on and off campus events.

Qualifications: The next Director of Financial Aid will have strong organizational skills and bring a history of experience in a Financial Aid office. They will bring in-depth experience with mainframe processing systems, preferably Jenzabar and PowerFAIDS, and a variety of personal computer software. The successful candidate will be capable of learning and implementing new processing systems and software quickly. SWU is committed to maximizing the use of technology in its daily operations and in achieving its strategic goals; the ideal candidate will be familiar with Financial Aid management systems, integrated database management systems, including reporting, and have a high comfort level with web-based, mobile and PC applications including but not limited to the use of Microsoft Office (Outlook, Word, Excel, PowerPoint). Candidates must be knowledgeable and up to date on current federal and state Financial Aid rules and regulations. The ideal candidate will possess strong troubleshooting and problem-solving skills and have the ability to manage multiple concurrent job demands in an accurate and efficient manner. They will have the proven ability to lead a team, establish and maintain effective working relationships with faculty, staff, and students, and the ability to make sound judgment within office and University policies. Candidates must have reading comprehension of student financial aid forms, policies, and office procedures; the ability to communicate clearly both verbally and in writing; and awareness of confidentiality of student files. Candidates must also be able to interpret and follow federal regulations,

program and office policies and procedures from verbal and written instructions. A bachelor's degree is required; master's degree is preferred.

The university is a Christian liberal arts institution in the Wesleyan-Holiness theological tradition. In light of SWU's unapologetically Christ-centered mission, all employees are expected to embrace the university's Statement of Faith, respect its Wesleyan heritage, and adhere to its lifestyle expectations.

Location: Central, South Carolina, is a town of 5,000 situated in the northwest part of the state, in the nearly 1 million resident Greenville Metropolitan Area. The region sits along the beautiful Blue Ridge Mountains and offers a wealth of opportunities for outdoor enthusiasts, including hiking and biking trails, waterfalls, and lakes. Residents also enjoy an exceptional quality of life and a vibrant arts and culture scene, complete with diverse dining options, visual and performing arts venues, and lively annual festivals. Greenville, a vibrant and growing city, is only 30 miles away, and other great cities of the Southeast, including Atlanta, Asheville, and Charlotte, are close enough for day trips. Also worth visiting is South Carolina's beautiful coastline, which includes the historic city of Charleston, beautiful Hilton Head Island, and lively Myrtle Beach.

Application: Interested candidates should submit only a cover letter and resume to RPA Inc. at DirectorSWU@rpainc.org. For a confidential discussion about this opportunity or to make a nomination, please contact Dana Cohick, President or Amanda O'Donnell, Vice President and Senior Consultant, at the email address above. While applications will be accepted until the position is filled, please apply by September 20, 2023. The selected candidate will be required to sign the University's [Doctrinal Statement](#) and [Community Expectations](#) forms upon hire.

It is the policy of Southern Wesleyan University to provide and maintain equal employment opportunities to qualified individuals regardless of race, color, national origin, sex, pregnancy, childbirth or related medical conditions (including but not limited to lactation), disability, genetic information, veteran status, age, or any other classification protected by state, federal, or local law, unless a bona fide occupational qualification applies. The University reserves its right to operate as a church-related institution and to develop policies consistent with the religious tenets of its sponsoring denomination, The Wesleyan Church, and is permitted and reserves the right to prefer employees on the basis of religion (Title VII, Section 702-703, United States Civil Rights Act of 1964, as amended).

Title IX of the Education Amendments of 1972 (amending the Higher Education Act of 1965) is a federal law that prohibits discrimination on the basis of sex in education programs and activities that receive federal funding. Sexual harassment, which includes sexual violence and other forms of nonconsensual sexual misconduct, is a form of sex discrimination and is prohibited under this law. Southern Wesleyan University is fully committed to the Biblical Standard of sexual integrity as defined and practiced by The Wesleyan Church. At no time should any discussion of sexual behaviors be construed as endorsement of inappropriate sexual activity. For more information, visit SWU's [Title IX page](#).



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