



# UNIVERSITY OF MINNESOTA MORRIS

## Director of Admissions

The University of Minnesota Morris (UMN Morris) seeks an engaging, entrepreneurial, and passionate leader as its next Director of Admissions. A distinctive undergraduate campus within the University of Minnesota system, the University of Minnesota Morris combines a student-centered residential liberal arts education with access to the resources and opportunities of one of the nation's largest universities. A founding member of the Council of Public Liberal Arts Colleges (COPLAC), UMN Morris provides students with a rigorous academic experience, preparing them to be global citizens who value and pursue intellectual growth, civic engagement, intercultural competence, and environmental stewardship.

**The Position:** Reporting to the Vice Chancellor for Enrollment Management and overseeing 12 staff, the Director of Admissions is the chief admissions professional on the Morris campus, responsible for planning and oversight of the strategic development and expansion of first-year and transfer student populations. Critical functions include directing the recruitment, admissions, and matriculation of applicants to meet enrollment goals, developing and implementing strategies that yield broadly representative student populations, and providing leadership and direction for professional staff. The Director will work to foster and sustain relationships with key constituents, including prospective students, parents, high school and independent counselors, alumni, and community college partners.

The Director of Admissions is responsible for hiring, training, supervising, and mentoring admissions staff members; executing a comprehensive recruitment plan that articulates long- and short-term strategic goals to recruit first-year and transfer populations; overseeing the collection and organization of accurate data regarding all phases of the enrollment process; analyzing the data and making data-driven enrollment projections and decisions; and developing, implementing, and evaluating policies, procedures, information systems, and controls for recruitment and admissions functions to assure maximum efficiency and effectiveness. In collaboration with the Office of Financial Aid, the Director manages scholarship resources consistent with strategic initiatives and overall goals as well as oversees and works closely with partners that support financial aid and other recruitment efforts. In partnership with the Office of Communications and Marketing, the Director collaborates in the development of communication strategies and materials to serve the University's enrollment objectives. Additionally, the Director collaborates with divisions across campus including the Athletics department. The Director of Admissions also

collaborates with admissions leads at other University of Minnesota campuses and serves on the UMN Systemwide Enrollment Council.

**The Institution:** UMN Morris is a residential liberal arts and sciences university that provides a rigorous undergraduate education, preparing its students to be global citizens who value and pursue intellectual growth, civic engagement, intercultural competence, and environmental stewardship. As a public university, UMN Morris champions accessible public education for all and promises accountability to the people it serves. Moreover, UMN Morris combines the benefits of an intimate, student-centered community with the resources and opportunities of one of the nation's largest universities, the University of Minnesota. The campus community believes in the values of shared governance, embodied in its official policy-making body, an inclusive Campus Assembly. With a deep commitment to diversity, UMN Morris recognizes the heritage of its campus site on the original Anishinaabe (Ojibwe) and Dakota and Lakota (Sioux) homelands, which once housed an American Indian boarding school. UMN Morris is the only four-year Native American-Serving Nontribal Institution in the upper Midwest, welcoming students from 70 federally recognized American Indian tribes/Alaskan Native villages and Canadian First Nations. With a vibrant sense of community in and out of the classroom, UMN Morris aims to integrate curricular and co-curricular aspects of the student experience. UMN Morris is a national leader in campus sustainability, ranked number one in the U.S. for producing the most renewable energy per student. As a rural liberal arts school, UMN Morris is rich with abundant wind, arable soil, and ample sun. Situated at the intersection of diverse ecological prairie and forest regions, UMN Morris is an ideal laboratory for carrying out green living goals. The university also reaches outward to the broader local community with collaborative enterprises and service-learning initiatives. UMN Morris serves a diverse enrollment of approximately 1,100 students who are supported by faculty (99% of whom hold the highest degree in their field) and benefit from a student-to-teacher ratio of 10:1.

True to its liberal arts mission, UMN Morris provides outstanding, student-centered, rigorous, and adaptable academic programs. The campus has a particular strength in the sciences with over 40 percent of entering students declaring science as a field of study. UMN Morris students choose from 32 majors and 35 minors, 12 licensure areas, and 9 pre-professional programs in education, the humanities, science and mathematics, and the social sciences. UMN Morris students can explore a wide range of academic disciplines, from art and music to math and chemistry, while mastering transferable skills like critical thinking, effective communication, and problem-solving. Along the way, they build on their analytical, investigative, and intellectual strengths. Additionally, UMN Morris Cougar Athletics offers a competitive NCAA Division III intercollegiate athletics experience advancing the institution's commitment to academic excellence, diversity, service, and community; fostering the core values of integrity, respect, unity, commitment, and excellence; and furthering students' success in athletics, learning, and life. To learn more about UMN Morris, visit <https://morris.umn.edu>.

**Qualifications:** The next Director of Admissions will possess a record of success in the following: university admission, including recruitment and enrollment planning and program development; team building within the office and among university departments; human resource and budget management; and data collection analysis and assessment activities. Preferred characteristics include a strong appreciation of, and commitment to, the value of a liberal arts education in a residential setting; excellent communication and leadership skills; the ability to foster intercultural competence, advance equity and inclusion, and create a diverse, inclusive work environment; success recruiting a diverse student body; and the ability to collaborate effectively with a variety of stakeholders. Also preferred is a familiarity with current national issues in higher education and awareness of their implications for liberal arts colleges, the capacity to think strategically and to work creatively, the skills and discipline to bring initiatives to fruition, as well as the ability to represent campus effectively and in various capacities at the University of Minnesota System level and to collaborate with system partners, and experience with Slate CRM. A bachelor's degree is required, master's preferred.

**Location:** Located in West Central Minnesota, the scenic city of Morris is a thriving rural community with approximately 5,200 people. A small town on the prairie with cultural, educational, and healthcare access, Morris enjoys a unique blend of agriculture, industry, and culture. Visitors enjoy the peaceful scenery, easy access to public parks, outdoor recreational activities, and unique shops. Morris is full of surprises—from the wind turbines symbolizing commitment to green energy, to the local food co-op, fair trade coffee shop, restaurants, and farmers' market, to a world-class jazz festival, plays, concerts, horticulture gardens, and gallery openings at a downtown art store and on the UMN Morris campus. The campus enriches its surrounding area with innovative collaborative projects in athletics, the arts, and education.

**Application:** Interested candidates should apply directly to UMN Morris through their portal using [this link](#). For a confidential discussion about this opportunity, please contact Melissa Bert, Vice Chancellor for Enrollment Management and Institutional Effectiveness at [mbert@morris.umn.edu](mailto:mbert@morris.umn.edu) or 320-589-6017. The review of candidates will begin on April 5, 2024, and first-round interviews will commence thereafter.

*The University shall provide equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, familial status, disability, public assistance status, membership or activity in a local commission created for the purpose of dealing with discrimination, veteran status, sexual orientation, gender identity, or gender expression.*



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