

TCS Education System

Position Profile

Vice President, Enrollment Management

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Prepared by:

Summit Search Solutions, Inc.



Education System

tcsedsystem.edu



Dallas  Nursing Institute



ABOUT THE COMMUNITY SOLUTION EDUCATION SYSTEM

The Community Solution Education System (TCS Education System or TCS) is a nonprofit system of colleges advancing student success and community impact. Founded in 2009 on the fundamental belief that collaboration allows all to “grow better together,” TCS Education System operates with the shared purpose of preparing innovative, engaged, and purposeful agents of change to serve the global community. Its innovative model pairs a community of like-minded colleges with the scale of resources and operational expertise necessary for each to succeed in advancing student success, favorably impacting its communities, and ultimately changing the world.

TCS Education System maintains an efficient and mindful balance of the academic community’s collective goals and each partner’s independent voice. Today, five colleges are counted among its ranks and the System fulfills the aspirations of nearly 7,000 students across 11 separate campus locations. Leveraging a shared vision, scale, and cross-college collaboration, this student-centered system remains a leader in the successful application of this innovative model, and its colleges have prospered in an environment marked by unprecedented challenges. With this in mind, TCS continues to build even more efficient practices and processes, and anticipates that more like-minded institutions offering education grounded in social justice will join its ranks and further expand its reach.

TCS Education System features a network of specialized institutions, which are backed by a model of education that prepares socially responsible, culturally competent professionals in applied fields such as psychology, law, health care, and education. TCS Education System partners—[The Chicago School of Professional Psychology](#), [The Santa Barbara & Ventura Colleges of Law](#), [Pacific Oaks College & Children’s School](#), [Dallas Nursing Institute](#), and [Saybrook University](#)—each offer scholarship, training, and service opportunities directed to a specific career path while providing a transformative educational experience.

TCS Services offered:

Through collaboration and economies of scale, TCS Education System colleges and universities are able to reduce administrative costs while transforming the academic experience they offer their students. This cross-college cooperation is what TCS calls The Community Solution. TCS offers the following expertise and professional services to its community colleges and universities:

- Academic Affairs Support Services
- Student Management Services
- Admission & Enrollment Services
- Strategic Planning & Development Services
- Compliance & Legal Services
- Finance & Accounting Services
- Human Resources Services
- Information & Learning Technology Services
- International Services
- Marketing Services

To learn more: www.tcsedsystem.edu





Vision 2020

TCS Education System recognizes that the evolving landscape of higher education requires a clear vision. As the world becomes more closely integrated, challenges emerge in every professional field. Graduates need to be able to address these challenges in informed and culturally competent ways. Through Vision 2020, TCS focuses its efforts on founding a multi-faceted, global system where students are given the opportunity to interact with each other and faculty regardless of geographical location.

Utilizing innovative technologies while preserving the compassion that keeps us close to our communities, TCS Education System will build on the strengths of its colleges and universities to create this community without borders, bringing quality education and a sense of purpose to every corner of the world.

Read more about Vision 2020: https://www.tcsedsystem.edu/wp-content/uploads/2015/10/TCSES_Vision-2020-Brochure_Web.pdf

Education Beyond Borders

With International Liaison Offices and service-learning initiatives around the world, TCS Education System International is committed to preparing agents of change to serve a global community. Priorities are anchored by the following five pillars: Academic Partnerships, International Education, Faculty Exchanges, International Community Service, and International Students.

Benefits of an international strategy for all TCS colleges include:

- Attracting students and faculty from a candidate pool no longer limited by geographic boundaries
- Elevating the prestige of fellow colleges in a global market
- Study abroad and service-learning experiences that extend beyond traditional classroom training
- Opportunities for faculty and students to make a lasting impact through humanitarian projects such as *Teach With Africa* and *Global HOPE (Healing Opportunities through Purposeful Engagement)* in Rwanda

To review the 2016 TCS Student Global Engagement Experience: https://www.tcsedsystem.edu/wp-content/uploads/2016/03/Global_Engagement_Flyer_FINAL.pdf

THE OPPORTUNITY

TCS Education System is seeking a **Vice President of Enrollment Management** to provide strategic leadership and direction to the System's affiliate Colleges in all facets related to student enrollment management. The VP provides leadership, vision, strategic direction, and expertise for all enrollment and retention initiatives and has primary responsibility for developing, articulating and implementing a dynamic, strategic, entrepreneurial, and data-based enrollment plan that is aligned with each College's mission, strengths and ambitions. The VP directs all areas related to enrollment management including data analytics, student recruitment training, student advising training, retention training and admissions operations, as well as ensures best practices are implemented by training, developing, and supervising staff in each of these functional areas.

The Vice President reports directly to the Chief Operations Officer of the System and works closely with the admissions and student service departments at each of the affiliated Colleges. The VP will work with senior leadership at both the System and College level to analyze and understand the competitive landscape of higher education in order to set enrollment targets, and to support student access.

Responsibilities:

- In collaboration with College leadership, establishes and implements strategic, comprehensive enrollment plans for each affiliate College and its various related components, to include data research, admissions, and student success.
- In collaboration with College leadership, identifies recruiting strategies and enrollment programs to enhance student-institution fit and successful student transition to the Colleges.
- Oversee and facilitate knowledge sharing to foster a cohesive environment, being mindful of regulatory and other constraints.
- In collaboration with College leadership, plans, develops, and implements strategies for generating resources and/or revenues for the Colleges, including identifying potential partnerships that may boost enrollment from one program to another advanced program.
- Collaborate with marketing department to ensure that all admissions collateral and website content are current and continually revised to best attract prospective students.
- Work closely with marketing department to ensure that all outgoing communications are brand-relevant, current, compliant, and effective.
- Continually partner with Training Development Teams and Human Resources to provide the best onboarding and new hire training programs possible, as well as conduct ongoing training and best practices sessions with admissions, student services, and faculty to ensure successful development.
- Engage in analytical, empirical, data-driven approaches to problem solving and decision-making and facilitate a culture of evidence in enrollment management and student success.
- Oversee assessment and program evaluation efforts for all departments within Enrollment Management, including student retention, training and development, enrollment and admissions operations, and data analytics and insights, ensuring the short and long term plans are consistent with the TCS and Affiliate Partner goals.
- Designs, establishes, and maintains an organizational structure and staffing to effectively accomplish goals and objectives; oversees recruitment, training, supervision, and evaluation of Associate Vice President of Student Strategies and Training and Director of Admissions Operations.
- Develops and manages annual budgets for the departments in unit and performs periodic cost and productivity analyses.

Position Qualifications:

- Master’s degree from a regionally accredited institution with major course work in educational administration or related field.
- Minimum seven years of experience in enrollment management with progressive growth is required.
- Operational and technical knowledge of CRM and Student Information Systems and processes (Salesforce and Workday preferred)
- Enrollment supervisory experience required.
- Experience working in a dotted-line, matrixed organization is preferred.
- Knowledgeable in current and possible future policies, practices, trends, technology, and information affecting his/her organization; knows the competition and is aware of how strategies and tactics work in the marketplace.
- Can anticipate future consequences and trends accurately; has broad knowledge and perspective; is future oriented.
- Ability to provide current, direct, complete, and “actionable” positive and corrective feedback to others; maintains accessibility to team; faces up to people problems on any person or situation (not including direct reports) quickly and directly; is not afraid to take negative action when necessary.
- Skilled at establishing clear directions; sets stretching objectives; lays out a well-formulated and organized plan; maintains two-way dialogue with others on work and results.
- Possesses strong leadership qualities; encourages direct and tough debate; faces adversity head on.
- Bottom-line and results oriented.
- Must be analytical and understand key indicators in data analysis specific to higher education.
- Ability to travel up to 50%.

Location: The Vice President may to choose to work from either the Chicago, Los Angeles or San Diego offices.

PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and are welcomed until position is filled. Click here to apply and be sure to include your resume and cover letter: [Apply Now](#)

Or you may cut and paste the following link into your browser:

<https://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=apply&jobOrderID=9390910&portallID=5652>

For nominations or further information:**Caitlin Hummel**

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TCS Education System is an Equal Opportunity Employer and encourages diverse applicants.



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