USA

US-NY-New York   **Department** Office of Institutional Research and Data Integrity   **School/Division** University Enrollment Management (WS1960)

Compensation Grade Band 54   **Union** N/A   **FT/PT** Full-Time   **Category** Business/Professional Administrative

Position Summary

Provide leadership for the Institutional Research Enrollment Analytics unit to provide expertise in cross-functional data and information systems to deliver actionable analysis to drive the business process of enrollment management. The Senior Director, Enrollment Analytics will develop the strategy to analyze student recruitment activity, financial aid information and enrollment data to provide custom reports outlining critical information supporting university enrollment processes. The Senior Director identifies opportunities for improvement in business strategies related to enrollment management along with providing recommendations about types of data necessary to make such improvements. The Senior Director will lead the two Data Modeling analysts in the unit and manage the data modeling, forecasts, data, research projects, and policy analysis for the division.

Qualifications

Required Education:
Master's Degree

Preferred Education:
Master's Degree in higher education research and evaluation, data analytics, statistics. Ph.D., Higher Education Research(focus on statistics) or Statistics

Required Experience:
7+ years experience in enrollment analytics research

Preferred Experience:
7+ years in a leadership role within a Enrollment Analytics unit in higher education institutions

Required Skills, Knowledge and Abilities:
Proficiency with statistical and modeling tools (i.e. SPSS, R, SAS, KNIME, Rapid Miner). Excellent written and oral communication skills. Able to present complex information to senior administrators in a non-technical manner. Staff Management.

Preferred Skills, Knowledge and Abilities:
FERPA and other federal compliance relevant to higher education data usage, Understanding of financial aid and leveraging techniques, Significant experience managing complex projects with aggressive deadlines, and advanced knowledge of visualization techniques.

Additional Information

EOE/AA/Minorities/Females/Vet/Disabled/Sexual Orientation/Gender Identity

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