

This is a revenue generating position focused on recruiting a population of students interested in online graduate programs or other Distance Education offerings. Responsible for all aspects of the admissions recruitment cycle including communicating with prospective students and business partners to aid recruitment. Maintains accurate records and works proactively with all stages of student recruitment from prospect identification through matriculation. Supports Distance Education Advisors as needed.

The ideal candidate will have a bachelor's degree and experience in college admissions recruiting or sales. Ideally experience in recruiting online programs; excellent initiative and organizational skills with ability to work both autonomously and in a team; great time management skills; excellent oral and written communication skills with strong interpersonal skills; ability and willingness to work with students from diverse political/socioeconomic backgrounds and a wide range of physical and academic abilities; personal commitment to the environmental focus and mission of the college.

Apply Here: <http://www.Click2Apply.net/djqs94n42qr3s6zj>

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