

Associate Dean of Admission

Reporting to the Dean of Admission, the Associate Dean assists in the planning, directing, and management of the College's recruitment plan for prospective students and families within their assigned geographic territory. In addition the Associate Dean will develop, cultivate, and manage relationships with college counselors, community-based organizations (CBOs), and community colleges at a national level to aid in the increase of historically underrepresented students. This position requires considerable travel during the fall semester and extensive personal contact throughout the year with young men interested in attending Hampden-Sydney College. This position will also require a working knowledge of financial aid. Salary is competitive with excellent benefits. Preference in hiring will be given to Hampden-Sydney graduates.

Qualifications: Bachelor's degree required with 3 years previous experience preferred. Excellent communication skills (written and oral); ability to work effectively with a diverse client base; strong interpersonal skills required. Must be willing to travel extensively (especially August through November) and work nights and weekends.

Review of applications will begin immediately and continue until the position is filled. Apply at our website <http://www.hsc.edu/human-resources/job-openings>. You may also mail your application to Hampden-Sydney College, Human Resources, P.O. Box 25, Hampden-Sydney, VA 23943.

Hampden-Sydney is one of four liberal arts colleges in the United States dedicated to the education of men, and our mission is "to form good men and good citizens in an atmosphere of sound learning." As a community, we are dedicated to the goal of building a culturally diverse staff committed to working in a multicultural environment and strongly encourage applications for this position from historically underrepresented groups. Hampden-Sydney College values diversity, prohibits discrimination, and is committed to equal opportunity for all employees and applicants for employment.