

**Position:** Senior Enrollment Management Analyst  
**Position Numbers:** FP379A  
**Review of Applications Begins:** March 17, 2008  
**Institution:** Old Dominion University  
**Location:** Virginia  
**Date posted:** 2/22/2008

## **Senior Enrollment Management Analyst Institutional Research**

Under the general supervision of the Assistant Vice President of Institutional Research and Assessment, the Senior Enrollment Management Analyst will provide modeling, statistical analysis, interpretation and technical support to the University's enrollment management efforts. Works collaboratively with the offices of Admissions, Financial Aid and Graduate Studies on related projects including analyses in recruitment, admissions, enrollment, financial aid, student success, retention, graduation, graduate student support and graduate program productivity. Coordinates all enrollment management research and analytic results across all relevant areas. Facilitates the dissemination of enrollment management results and the incorporation of those results into university planning, budgeting, policy, procedure development and implementation. Oversees the provision of ongoing operational data by Research Analyst in the areas of Admissions, Graduate Studies and University College.

**Qualifications:** Minimum of a master's degree in social sciences, education, business or closely related field, with an emphasis on research methodologies and statistics; doctoral degree strongly preferred. Demonstrated ability to collect a broad range of institutional data, conduct complex analytic studies, and interpret the results, preferably applied in a higher education context.

Proficiency in utilizing statistical software, preferably SAS. Understanding of relational database structures and query tools. Excellent written and oral presentation skills. Demonstrated ability to work as a member of a team to reach common goals. Understanding and knowledge of enrollment management concepts, trends and issues in higher education preferred.

**To Apply:** Application must be submitted through the University's online PAPERS at <http://jobs.odu.edu>. Candidates must submit a resume, cover letter detailing how skills and experiences relate to the position, and a list of three professional references. For additional information contact Dr. Zhao Yang at [zyang@odu.edu](mailto:zyang@odu.edu). Review of applications will begin March 17, 2008 and continue until the position is filled.

Old Dominion University is an affirmative action, equal opportunity institution and requires compliance with the Immigration Reform and Control Act of 1986.