

**Vice President
of Enrollment Management
& Student Affairs**

LEADERSHIP PROFILE



John Jay College invites applications for the position of Vice President of Enrollment Management & Student Affairs

ABOUT JOHN JAY COLLEGE OF CRIMINAL JUSTICE

John Jay College of Criminal Justice, an internationally recognized leader in educating for justice, is a senior college of the City University of New York (CUNY) led by President Karol V. Mason. John Jay is a federally designated Hispanic-serving and Minority-serving institution. It is ranked third in the nation in Black student success and it is a top ten institution for promoting student social mobility.

The College participates in the Macaulay Honors College and doctoral programs of the Graduate Center of the City University of New York. It offers bachelor's and master's degrees in traditional criminal justice-related fields of study as well as in a robust portfolio of liberal arts and sciences programs that highlight themes of justice across the arts, sciences, humanities, and social sciences. John Jay College seeks staff and faculty members who thrive in multicultural academic environments and are committed to access and excellence in higher education.

OUR COMMITMENT TO DIVERSITY

One of John Jay's greatest strengths is its [diverse](#) community. Fostering a campus climate of inclusion and belonging for all of our members is crucial to advancing our broader educational mission. John Jay recently completed a campus-wide [Climate Review](#) process led by external experts, and is implementing the recommendations for how the College can continue to fulfill its commitment to promoting a respectful and inclusive working and learning environment where everyone can thrive.





OUR STUDENTS

The College community of over 15,000 students—undergraduate and graduate—is the most diverse among CUNY’s senior colleges. Nearly 75% of students at John Jay are from historically underrepresented backgrounds, 47% are the first in their families to attend college, and more than half are from low-income households earning less than \$30,000 a year. Many of our students are from immigrant families, and a number are undocumented or DACA recipients. Many are also managing rigorous college coursework along with part-time or full-time jobs (56% work while in school) and caring for family (69% of students are caregivers and 10% are parents).

John Jay students are defined by their resilience, their passion for justice, and their aspiration to public service. They learn to undergird their passions with the rigors of critical thinking and analysis, and to test and support their aspirations by building bridges between the world of intellect and imagination and the world of practice.



OUR FACULTY

The strength, reputation and vitality of the College are embodied in the academic excellence of its faculty, from Pulitzer Prize-winning historians to recognized experts in such areas as DNA analysis, profiling, drug abuse trends, forensic accounting, eyewitness identification, criminal law, cybercrime, police methods and crime reduction strategies. Through their research the faculty advances knowledge and informs professional practices that build and sustain just societies. The innovative research and evaluation performed by John Jay faculty has also shaped John Jay into a nonpartisan and global forum for data-driven conversations about justice in all its dimensions.



OUR ALUMNI

John Jay alumni – now 65,000 strong – have long held leadership roles in public-sector agencies, non-profit organizations, and private companies in the U.S. and worldwide. Nearly half of our graduates pursue careers in public service. Our alumni work in every segment of the criminal justice system, from law enforcement to public administration and policy. John Jay plays a critical role as a pipeline for the public sector workforce, especially in the New York metropolitan area.

LEADERSHIP OPPORTUNITY

Reporting to the President and serving as a member of the Senior Staff, the Vice President for Enrollment Management & Student Affairs provides executive leadership, oversight and evaluation for the Enrollment Management and Student Affairs division. As the Chief Enrollment Management and Student Affairs Officer, the VP EMSA should demonstrate as well as share knowledge and appreciation of the challenges and complexities facing urban higher education institutions and students in the 21st Century. The Vice President will exhibit a desire and ability to serve as an advocate for students and will prioritize working directly with students and will serve as a mentor in expansive efforts to promote student leadership.

The offices and programs reporting to the Vice President include Accessibility Services, Admissions, Athletics, the Center for Involvement and Student Leadership, the Children's Center, Counseling, Community Outreach & Service Learning Program, Dean of Students, Financial Aid, Health and Wellness Resources, the Immigrant Student Success Center, Jay Express Enrollment Services, LGBTQ+ programs, Military & Veterans Services, Residence Life, the college's Student Activities Association, Testing & Evaluation, the college's TREO programs, Urban Male Initiative Program, and the Women's Center for Gender Justice. The successful candidate will promote integration and collaboration of all of these departments to promote synergy and student success.

The successful candidate will also:

- Provide oversight of budgeting, program development, evaluation and staff development.
- Strategically plan all enrollment, recruitment and student services activities with the college's academic and administrative departments and programs.
- Promote a student-centered campus community environment that supports the personal, social, and academic development of all students.
- Lead the division of Enrollment Management and Student Affairs by working with Academic Affairs to help students integrate learning inside and outside the classroom.
- Work closely with the Provost to develop and implement programs to improve student retention, success and graduation at both the graduate and undergraduate levels of study.
- Serve as the executive resource to the college in all matters pertaining to enrollment and student affairs with the University and other related constituencies.
- Guide overall efforts to ensure compliance with all student related regulations at the federal, state and local levels.
- Lead the promotion of integrity and respect as key community principles and foster a high regard for inclusiveness in the college community.

For more information about John Jay, visit: www.jjay.cuny.edu.

QUALIFICATIONS

This position is in CUNY's Executive Compensation Plan. All executive positions require a minimum of a Bachelor's degree and eight years' related experience.

- Advanced degree required; earned doctorate preferred.
- Experience within a large multi-campus system is highly desirable.
- Progressively responsible senior leadership in enrollment management and student affairs.
- Demonstrated track record of team leadership and collaboration with diverse populations of students, staff and faculty.
- Demonstrated commitment to institutional accountability and shared-governance.
- Excellent interpersonal, written and verbal communications and skills to be an articulate spokesperson for a wide range of projects.

HOW TO APPLY

If you are viewing the job posting on John Jay College website or in CUNYfirst, please select the "Apply Now" button. If you are viewing the job posting on any other website, please follow the instructions below:

- Go to www.cuny.edu and click on "Employment"
- Click "Search job listing"
- Click on "More options to search for CUNY jobs"
- Search by Job Opening ID number (ID #21618)
- Click on the "Apply Now" and follow the instructions

Once you have registered or logged in with your user name and password, upload your cover letter, resume, and the names and contact information of three professional references as one document.

CLOSING DATE

Review of resumes to begin Review of resumes to begin **JANUARY 14, 2020**.

Posting closes on **FEBRUARY 6, 2020**.

CUNY encourages people with disabilities, minorities, veterans, and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/VET/Disability employer.

STUDENT BODY
46% Latinx
20% Black
13% Asian

TOP 10 IN STUDENT SOCIAL MOBILITY
by the Equality of Opportunity Project:
reflecting likelihood that a John Jay
graduate moves up 2 or more
income quintiles

47%
first-generation
students

HIGHEST TRANSFER
4-year
graduation rate
for all CUNY colleges

RANKED 3rd
FOR BLACK
STUDENT SUCCESS

14%
increase in 4-year graduation rate
over 6 years

400+
Veteran Students
with an active support center
and student-led association

WE EXCEED THE NATIONAL AVERAGE
graduation rates for
Black and Latinx students.

75%
of our students come from
NYC public schools

John Jay is
recognized as a

HSI
HISPANIC
SERVING
INSTITUTION

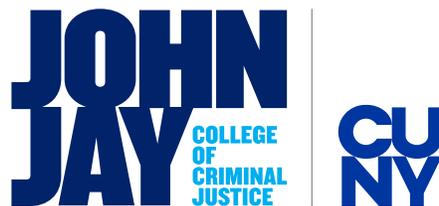
John Jay is
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MSI
MINORITY-
SERVING
INSTITUTION

TOP 10
among colleges
where
**GRADUATES HAVE
THE LEAST DEBT**
— *U.S. News & World Report*

**EDUCATING
FOR JUSTICE**

**CRIMINAL
INTERNATIONAL
ENVIRONMENTAL
ACADEMIC
RACIAL
RELIGIOUS
CULTURAL
LEGAL
POLITICAL
ECONOMIC
PHILOSOPHICAL
GENDER
MORAL
POETIC
SOCIAL
REAL**



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