

TITLE OF POSITION: Community Partnerships Manager

DATE POSITION AVAILABLE: September 30, 2019

SALARY:

Commensurate with education and experience. Employees also enjoy a generous benefits package including health benefits, paid time off, and education benefits for employees and qualified dependents.

RESPONSIBILITIES:

THIS POSITION OPERATES REMOTELY AND WILL BE BASED IN NORTHEAST OHIO/CLEVELAND AREA WITH TRAVEL ACROSS THE NORTHERN OHIO REGION.

The Community Partnerships Manager works to cultivate and maintain strong community-based relationships between Ohio University and community colleges, school districts, college access organizations, and individuals who promote access to higher education. The Community Partnerships Manager works under the direction of the Associate Director for Transfer and Community Partnerships, and in collaboration with Undergraduate Admissions recruitment team to ensure comprehensive and thorough service to constituents.

For full description of responsibilities, see the position posting at <http://www.ohiouniversityjobs.com>

QUALIFICATIONS:

- Master's degree conferred by start date.
- Minimum of 3 years of related work experience.
- Must have the ability to understand and abide by the Code of Ethics and Professional Practices of the National Association for College Admission Counseling. Understanding of State of Ohio Transferability Guidelines, recruitment and admissions standards, Articulation and Transfer Clearinghouse policies, university transfer credit policy, University System of Ohio policies. Broad perspective on the university, curricula, statewide practices, transfer credit practices within higher education and familiarity with accreditation standards. Ability to articulate university mission and message to each constituent group in unique fashion. Ability to analyze trends and disseminate information from community college partners across campus community.
- Must hold valid driver's license and have the ability to travel independently overnight.
- Successful candidates must pass routine and continual background checks, university judiciary reviews, and regular driving record audits.

APPLY AT:

Position will remain open until filled; for full consideration, please apply by September 3, 2019 at www.ohiouniversityjobs.com and be prepared to attach required documents. For references, please include names and current contact information of three professional references. References will be used with discretion late in the process. Successful candidates must pass a comprehensive background check (including criminal), university judiciary review, and driving record audit.

Ohio University is committed to creating a respectful and inclusive educational and workplace environment. Ohio University is an equal access/equal opportunity and affirmative action employer with a strong commitment to building and maintaining a diverse workforce. Women, persons of color, persons with disabilities, and veterans are encouraged to apply. Ohio University is a member of the OH/Western PA/WV Higher Education Recruitment Consortium. www.ohwpawvhrc.org.