



SOUTHERN TEACHERS
A G E N C Y

**Director of Enrollment Management
All Saints' Episcopal School
Fort Worth, Texas**

www.aseschool.org

Southern Teachers is assisting All Saints' Episcopal School as it seeks a dynamic and energetic Director of Enrollment Management, responsible for the school's strategic leadership of enrollment planning with a focus on the areas of recruitment, admission, financial aid, information management, retention, and institutional research. Reporting to the Head of School and Chief Financial Officer, the Director will play a key role by working collaboratively to advance the school's mission and vision.

The Director of Enrollment Management will implement a strategic, mission-driven enrollment management plan designed to achieve both short-term and long-term enrollment goals; provide dynamic leadership to the school's team of certified admission professionals; and work with the Chief Financial Officer and the Finance Committee to design and administer an effective and sustainable financial aid strategy. He or she will guide the development of the school's strategies for marketing, communications, admission, enrollment, and retention in ways that are consistent with the school's mission; ensure a dynamic, relationship-centric ambassador program; research, monitor, understand, and analyze emerging local, regional, and national demographic trends that affect independent school enrollment; provide meaningful reporting to the Head of School and Board of Trustees to inform decision-making; and nurture a community-wide focus on best retention practices.

The ideal candidate will have a master's degree or higher and five to ten years of progressive enrollment management leadership experience; strong interpersonal skills with the demonstrated ability to develop relationships across all constituencies; excellent written and verbal communication skills; and a strong comfort level with data-driven decision making. He or she will provide strategic leadership of a wide variety of marketing platforms, analytics, and emerging technologies to measure success strategies and effectively recruit and retain a balanced student body. The Director will have proven presentation skills and presence; a strong customer focus; excellent analytical and problem solving skills; strategic thinking coupled with the attention to detail needed for successful planning and execution; an understanding of data management systems and computer applications; and a demonstrated commitment to diversity and inclusivity.

All Saints' Episcopal School is the largest age three through grade twelve independent Episcopal school in Fort Worth. Located on 147 acres and offering programs of national distinction in the academic, fine art, athletic, and spiritual disciplines, All Saints' has served families in Fort Worth for more than 60 years. The school is accredited by both the Independent Schools Association of the Southwest (ISAS) and the Southwestern Association of Episcopal Schools (SAES).

To apply, please complete the online [Application](#) to become a **Southern Teachers Candidate** and submit a cover letter explaining your interest in and qualifications for this position, which begins in either January or July 2019.