



SOUTHERN TEACHERS
A G E N C Y

Director of Admissions and Marketing
Windermere Preparatory School
Windermere, Florida

windermereprep.com

Southern Teachers is assisting Windermere Preparatory School as it seeks a vibrant and driven Director of Admissions and Marketing to promote the school through effective messaging and create an outstanding experience for prospective parents and students throughout all stages of the admissions process. This position reports to the School Principal and serves on the senior leadership team.

The Director of Admissions and Marketing will lead the admissions team to deliver annual enrollment goals; develop key processes to guide parents and students through the admissions process, making the experience positive, straightforward and engaging throughout; and help the team to maintain accurate data in school systems, enabling responsive decision making and accurate forecasting through the enrollment process. He or she will guide the marketing & communications team to create strategies which deliver the key school messages in a timely, relevant and engaging way; support website development and implementation of PR and media strategies; and oversee the development and implementation of a school content strategy across all channels of communication. The Director will devise and lead an outreach program to energize the external network of the school and to position the school as a top choice within the market; oversee the the school event calendar to bring to life the unique identity of the school and showcase the school in a positive manner; and position the school as a thought leader in the community through hosted events, earned media and speaking opportunities.

The ideal candidate will have a bachelor's degree and significant experience in sales or marketing along with evidenced success in these areas. He or she will have strong leadership, communication, and analytical skills; a desire to work in a school environment; and motivation to succeed and be flexible in any situation.

Windermere Preparatory School, located on a beautiful 48-acre campus in southwest Orange County, serves grades prekindergarten through twelve. Windermere's academic approach is built on complex problem solving and critical thinking; emphasizes intellectual, personal, emotional, and social growth; and culminates with the International Baccalaureate (IB) Diploma Programme. The student body is represented by more than 57 countries, allowing each student to gain a deeper understanding of cultures, languages, and traditions. Windermere is a Nord Anglia Education school, part of a family of 42 international schools, boarding schools, and private schools located in 15 countries around the world.

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 July 2019.