FOR IMMEDIATE RELEASE
POSITION AVAILABLE: DIRECTOR OF RECRUITMENT & ADMISSIONS

The Dominican School of Philosophy & Theology is a small, non-profit Catholic institution offering graduate degrees in philosophy and theology. Following its mission as a Center of Studies of the Dominican Order, DSPT emphasizes the relationship between these two disciplines and is the only Catholic graduate institution in the U.S. to offer students the opportunity to integrate them in a concurrent MA option. We are a small Catholic graduate school with an enrollment of about 80 students committed to expanding our program offerings. The position of Director of Recruitment & Admissions is ideal for someone who wishes to bring an innovative spirit to this endeavor.

The Director is responsible for all recruiting and admissions activity related to the School, working closely with the Senior Administration and Faculty to develop and execute a successful recruitment plan, to meet established enrollment targets, and to collect and review related data.

The successful candidate will be a flexible/adaptable, independent and outgoing self-starter who enjoys meeting new people and engendering excitement for the mission of the School and its programs. They will have an extensive knowledge of Catholic culture and Catholic higher education, and preferably an advanced degree in either philosophy or theology (or a suitable background). With a thorough knowledge of the application profile for the successful DSPT student, they are willing to travel both locally and nationally to recruitment events and to individual feeder schools in order to create ongoing relationships which augment the recruitment efforts. Preferably with at least two years of demonstrated success in recruitment, they will bring creative energy to an iterative process of analysis and refinement that allows us to increase our student population in pace with our program expansion.

Applicants are requested to email a cover letter and résumé to dsptrecruiting@dspt.edu .