



POSITION PROFILE

VICE PROVOST FOR ENROLLMENT MANAGEMENT

MISSOURI
S&T

Missouri University of Science and Technology (Missouri S&T) invites applications for the position of Vice Provost for Enrollment Management, a senior leadership role charged with shaping and executing strategic enrollment initiatives that advance the university's mission, vision, and values.

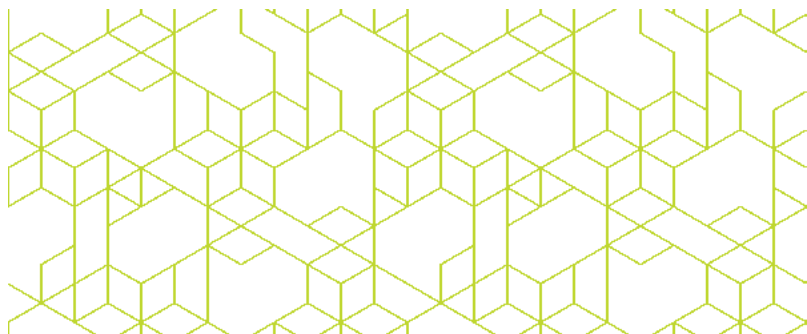
The Vice Provost will oversee a broad portfolio of offices and services dedicated to undergraduate recruitment, admissions, and financial aid. This leader will engage in strategic visioning and scenario

planning in close collaboration with the Chancellor, Provost, and university leadership to shape enrollment strategies that promote student success and institutional growth.



Key Responsibilities

- ✓ Provide strategic leadership and oversight for the Enrollment Management Division, including:
 - Undergraduate Admissions
 - Enrollment Systems and Admissions Operations
 - Enrollment Management Communications
- ✓ Partner closely with Student Financial Services to align financial aid strategies with enrollment objectives and ensure affordability and access for students.
- ✓ Develop and implement data-informed strategies to enhance student recruitment, enrollment, and retention.
- ✓ Collaborate with academic deans, department chairs, faculty, and administrative leaders to align enrollment goals with academic priorities, and to enlist their active engagement in student recruitment efforts.
- ✓ Identify and engage with high school teachers, counselors, principals and others to introduce and highlight S&T programs to collegebound students.
- ✓ Identify, and solicit support of S&T's successful juniors and seniors as "ambassadors" to highlight S&T's programs to collegebound high school students.
- ✓ Foster an inclusive and welcoming environment for prospective and current students.
- ✓ Streamline services supporting student success and contributing to the university's strategic plan and financial sustainability.



INVESTING IN OUR IMPACT

Over the last three years, Missouri S&T has strengthened its enrollment efforts with data-driven recruitment strategies by creating new roles such as an Enrollment Strategist and Director of Enrollment Management Communications.

We've also partnered with national recruiting firms and built a state-of-the-art analytics platform to sharpen our strategies. At the same time, we've launched high-demand undergraduate programs in Biomedical Engineering, Data Science, and Semiconductor Engineering that are driving student interest.

Looking ahead, we are enhancing our national brand, expanding regional recruitment networks, engaging faculty more directly in recruitment, and reimagining campus visits to highlight S&T's distinctive experience — small classes, close faculty connections, and early research opportunities.

With graduate programs soon to be led by a dedicated dean, the Vice Provost for Enrollment Management will focus fully on building the undergraduate pipeline that powers our future.

IDEAL CANDIDATE PROFILE

The successful candidate will be a visionary and collaborative leader with a proven track record in enrollment management. They will demonstrate:

- Expertise in strategic planning, enrollment forecasting, and data-driven decision-making.
- Experience leveraging analytics, predictive modeling, and technology to optimize recruitment and retention.
- Strong communication, leadership, and organizational skills.
- The ability to build sustainable systems and processes that adapt to the evolving higher education landscape.
- The ability to identify success metrics, milestone and timelines and implement project plans to achieve them.

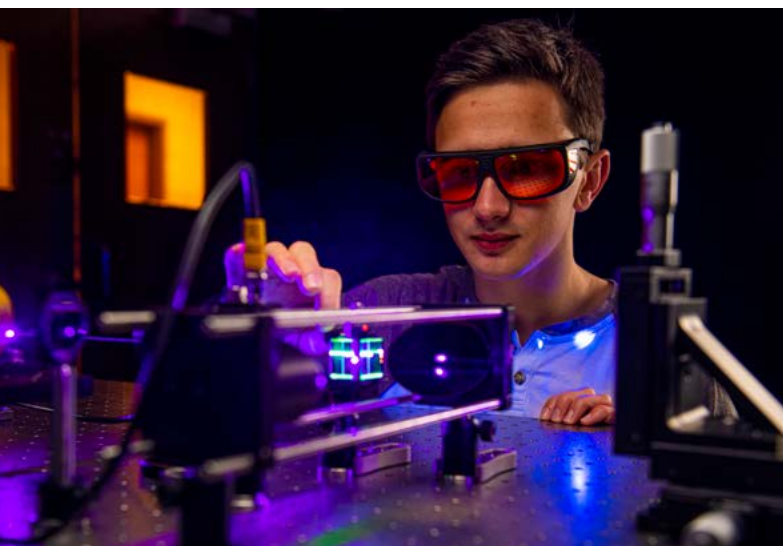
MINIMUM QUALIFICATIONS

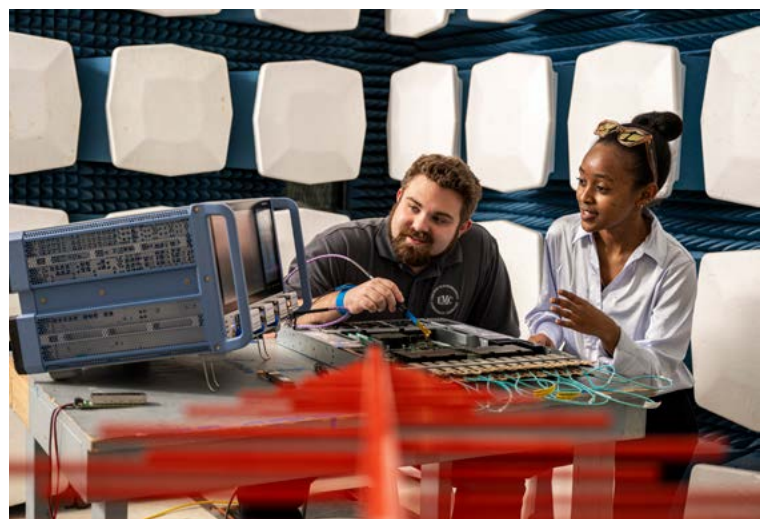
- A Master's degree in a relevant area and 10 years of experience from which comparable knowledge and skills can be acquired OR a Bachelor's degree in a relevant area and 12 years experience from which comparable knowledge and skills can be acquired is necessary.

PREFERRED QUALIFICATIONS

While specific qualifications for this search may vary, typical expectations include:

- A Master's in a relevant field.
- Demonstrated success in enrollment management, admissions, or related areas.
- Strategic leadership experience aligning enrollment initiatives with institutional goals.
- Ability to collaborate effectively across academic and administrative units.
- A deep commitment to student success and institutional excellence.
- Ability to develop and implement project plans, engage in possibility thinking and articulate success scenarios.





APPLICATION DEADLINE

Review of applications will begin on October 30, 2025, and continue until the position is filled.

Application Process

To apply, please submit a letter of application, curriculum vitae and list of 5 professional references to arrowsmithc@mst.edu. References will not be contacted without prior authorization. Nominations and inquiries may be directed to: Carrie Arrowsmith (arrowsmithc@mst.edu), Lead Recruitment Consultant, Missouri S&T.

Benefit Eligibility

This position is eligible for University benefits. As part of your total compensation, the University offers a comprehensive benefits package, including medical, dental and vision plans, retirement, paid time off, short- and long-term disability, paid parental leave, paid caregiver leave, and educational fee discounts for all four UM System campuses. For additional information on University benefits, please visit the Faculty and Staff Benefits website at umsystem.edu/totalrewards/benefits.

Equal Employment Opportunity

The University of Missouri is an [Equal Opportunity Employer](#). To request ADA accommodations, please call the Office of Equity and Title IX at 573-341-7734.



OPENING THIS FALL – MISSOURI S&T’S WELCOME CENTER

The Welcome Center’s debut marks a transformative moment for Missouri S&T’s enrollment strategy. Every visitor will experience a first impression as powerful as the experiences happening across our campus.

Strategic Impact on Enrollment Management

As part of a strategic initiative to increase enrollment to 12,000, this new facility will improve the S&T’s ability to attract students and improve matriculation rates among those that visit campus.

The Welcome Center brings the Miner experience to life at the critical moment of decision-making. Prospective students will see themselves thriving in a community that unlocks their potential and prepares them to become tomorrow’s leaders and innovators.

This facility embodies Missouri S&T’s commitment to enrollment growth and student success. The gallery exhibit on the ground floor provides students and their families the opportunity to explore issues relevant to their interests and dig into the stories of students, faculty and alumni, who are the heart of what makes S&T great.



“Beginning with its inception, the Welcome Center has been designed to show visitors we are glad they have arrived at Missouri S&T.”

— Mo Dehghani, Chancellor

UNIVERSITY INFORMATION

Missouri S&T is one of the nation's leading research universities with over 100-degree programs in 39 disciplines. It was founded in 1870 as one of the first technological institutions west of the Mississippi River. Located about 100 miles west of St. Louis in the vibrant community of Rolla, Missouri S&T is an accessible, safe, and friendly campus surrounded by Ozarks' scenery. Missouri S&T offers undergraduate degrees in engineering, the sciences, liberal arts, humanities, and business, with M.S. and Ph.D. programs available in many of the science and engineering programs. With over 7,000 students and 300 faculty, Missouri S&T is big enough to accommodate a broad population, yet small enough for individuals to build high visibility and impactful careers.

KUMMER COLLEGE

Established in 2022, the Kummer College serves as a pathbreaking model for social impact, technology transfer, and interdisciplinary collaboration within a future-oriented STEM-focused university. Supported by the Kummer Institute Foundation at Missouri S&T, this unique college integrates key academic, co-curricular, and administrative activities related to technology commercialization, business innovation and entrepreneurship, systems thinking, and economic development. Within The Kummer College lives several departments: Department of Business and Information Technology (BIT), Department of Economics, Department of Engineering Management and Systems Engineering (EMSE), and Kummer Student Programs.

COLLEGE OF ENGINEERING AND COMPUTING (CEC)

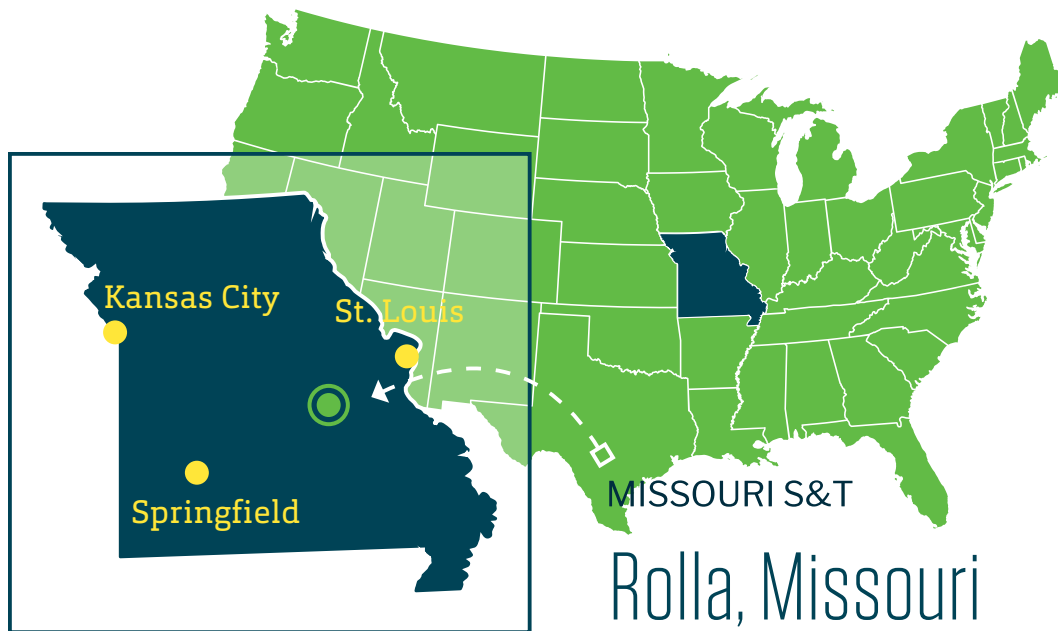
Missouri S&T's College of Engineering and Computing is the largest of three colleges at S&T, accounting for approximately 80% of the total enrollment (about 4,500 undergraduates and 800 graduate students). The college includes more than 170 ranked faculty members who serve in 16 undergraduate programs, all with master's and doctoral equivalents organized into nine academic departments. The college recently added a bachelor's degree in biomedical engineering and a Ph.D. in bioengineering, both starting in fall 2024. Missouri S&T, supported by the College of Engineering and Computing, is nationally recognized for its career outcomes and ROI.



COLLEGE OF ARTS, SCIENCES, AND EDUCATION (CASE)

The College of Arts, Sciences, and Education is a catalyst of innovation, creativity, and discovery, where students and faculty work side-by-side to create and share knowledge and understanding. From arts and humanities to the natural and social sciences, the College of Arts, Sciences, and Education has a program for everyone. The College of Arts, Sciences, and Education (CASE) is made up of eleven units including Air Force ROTC, Army ROTC, Arts, Languages

and Philosophy, Biological Sciences, Chemistry, English and Technical Communication, History and Political Science, Mathematics and Statistics, Physics, Psychological Science, and Education. The college is home to over 90 tenured/tenure-track and 44 non-tenure-track faculty members. CASE offers more than 85 different academic options including certificates, minors, bachelor's, master's, and doctoral degrees.



ABOUT ROLLA

Rolla, Missouri offers several great advantages that help individuals enjoy a high quality of life. Rolla is an ideal place for families, with its low cost of living, excellent schools, safe neighborhoods, and a range of recreational activities suitable for all ages. The Ozark Scenic Riverways and beautiful landscapes offers abundant opportunities for outdoor enthusiasts of every lifestyle. With its vibrant community, Rolla hosts multiple events, concerts, art exhibitions, and theater performances throughout the year. The university's Leach Theatre showcases nationally renowned performers for campus and community alike. Overall, living in Rolla offers a high quality of life with a supportive community, affordable living, beautiful natural surroundings, and numerous opportunities for personal and professional growth.

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