

Tabor College seeks a Transfer Admissions Coordinator/Admissions Recruiter. Full time position responsible for recruiting and coordinating the recruitment of transfer students as well as recruiting a small territory for freshmen. Responsibilities include networking, recruiting activities, assisting with campus visits and database management.

Bachelor's degree required. Successful candidate must demonstrate organizational skills, strong work ethic, and willingness to work flexible hours, good communication skills and salesmanship. The job requires someone who is self-motivated and who is willing to travel. Successful candidate must articulate faith in Christ.

**Start Date:** Spring 2019

**Application Deadline:** Until Filled

Qualified and interested candidates should submit a cover letter and resume to Ruth Funk by e-mail [ruthf@tabor.edu](mailto:ruthf@tabor.edu).