

Director of Online Enrollment – Tabor College

Do you have a personal relationship with Jesus and desire to see His Kingdom expand in our world?

Are you a competitive person who is driven to achieve results?

Do you enjoy vision casting and strategic thinking?

Do you value setting up and overseeing excellent systems and processes?

Are you conscientious, driven, sometimes stubborn, but value teamwork and seek to honor and respect other people?

Are you at times skeptical but willing to listen fully and openly and offer your expertise in a caring manner to drive optimal outcomes?

If you answered “yes” to **all** of these questions, then we are looking someone like you to join the team at Tabor College as the Director of Online Enrollment. Tabor College’s mission is to prepare people for a life of learning, work, and service for Christ and His kingdom. Life at Tabor is about educating and equipping people to bring more of Heaven to Earth thereby making the world a better place.

Primary Responsibilities: To assure that Tabor’s online enrollment grows and the supporting operations are executed with excellence and hospitality.

Reports to the Tabor College Dean of Enrollment Management

Qualifications: Ability to articulate a relationship with Jesus. Master’s degree preferred. Preferred degree in Organizational Leadership or a related field. High level of leadership, strategic thinking and refined analytical and problem-solving skills required. Looking for someone with 3-5 years of online recruiting and digital marketing experience and 2-4 years of organizational leadership experience.

Annual full-time position: 40+ hrs per week (exempt status). Preferred start date: July 1, 2021

Send cover letter and résumé to: Misty Smithson by email mistys@tabor.edu.

Tabor College is an Equal Opportunity Employer operating under the auspices of the Mennonite Brethren churches of the United States. It complies with all applicable non-discrimination laws.