

International Admissions Counselor

Candidates are sought for a position in the Office of International Admissions to be filled at the Counselor level. Responsibilities include extensive international and domestic travel, interviewing prospective students, evaluating applications, telecounseling, and related recruitment activities that include some evening and weekend hours. This individual will have a US territory (NYC area) that they will be responsible for, as well as an international territory.

Excellent interpersonal, oral and written communication and inter-cultural skills are necessary to articulate the character and purpose of the University to prospective students, parents, and secondary school and college personnel. A Bachelor's degree, a valid driver's license, and a satisfactory driving record are required. Previous experience traveling internationally is preferred. Advanced computer skills are very desirable but not required.

Excellent fringe benefits including tuition remission for employee, spouse, and dependent children.

Western New England University is a private, independent, coeducational institution founded in 1919. Located on an attractive 215-acre suburban campus in Springfield, Massachusetts, Western New England University serves 3,800 students, including more than 2,600 full-time undergraduate students. Undergraduate, graduate, and professional programs are offered through Colleges of Arts and Sciences, Business, Engineering, and Pharmacy, and School of Law.

Western New England University is an Equal Opportunity Employer. We welcome candidates whose background may contribute to the further diversification of our community.

To apply to this position please visit <http://employment.wne.edu>