Institute for Higher Education Policy
Director of Student Success & Mobility

The Institute for Higher Education Policy (IHEP) is a nonpartisan, nonprofit organization committed to promoting access to and success in higher education for all students, with a special focus on underserved student populations. Based in Washington, D.C., IHEP develops innovative policy- and practice-oriented research to guide policymakers and education leaders, who develop high-impact policies that will address our nation's most pressing education challenges.

PRIMARY RESPONSIBILITIES:

The applied research team is looking for a Director of Student Success & Mobility to help launch a large-scale national initiative that focuses on helping two and four year institutions pursue what we call "degree reclamation" strategies—evidence and equity-based strategies for institutions and systems to support students who have accumulated roughly two or more years' worth of credit, yet stopped out before actually receiving a degree. This individual would be responsible for:

- Managing the day-to-day work associated with this multi-year, multi-million dollar effort, including managing a team of analysts, consultants and technical assistance providers, ongoing communication with participants, content and logistics development, and budget management.
- Building relationships with intermediary organizations, including state higher education authorities, advocates for minority serving institutions, associations of independent higher education institutions, and community groups to participate and recruit individual institutions to the effort.
- Designing an effective online learning and training program that communicates how to scale degree reclamation strategies to stakeholders from institutional administration and student data management (i.e., university registrar and institutional research), state data systems, and higher education agencies.
- Helping execute a robust quantitative and qualitative research agenda, drawing upon familiarity with postsecondary datasets such as IPEDS, BPS, and NPSAS, the grade-cohort longitudinal studies (e.g. ELS-02 from NCES), and National Student Clearinghouse reports.
- Monitoring and analyzing developments in state reverse transfer, credit articulation, data-sharing policies and advocacy efforts, and any discoveries from the research project team, and propose new research in response to these events.
- Collaborating with the degree reclamation project research team to design and execute learning experiences for practitioners in the field.

QUALIFICATIONS:

- Practical experience with institutional administration and student data management (i.e., university registrar and institutional research) and/or state data systems and higher education agency functions.
- Familiarity with reverse transfer and other strategies that encourage degree completion among underserved student populations.
- An advanced degree in an education or policy-related field with at least three to five years related work experience is highly preferred; however, we will consider candidates with a bachelor's degree in an education or policy-related field with at least five to seven years of related work experience.
- Experience managing a team.
- Experience with both quantitative and qualitative research methods, specifically use of postsecondary datasets such as IPEDS, BPS, and NPSAS, the grade-cohort longitudinal studies (e.g. ELS-02 from NCES), and National Student Clearinghouse reports.
- Ability to travel.

PROFESSIONAL SKILLS:

- Excellent verbal, interpersonal, and written communication skills.
- Strong attention to detail and ability to follow through and push projects to completion.
- Success leading/championing projects with the ability to remain flexible and adaptable to changing priorities.
- Strong analytical, critical and strategic thinking, problem-solving, and decision-making skills.

HOW TO APPLY:

Salary is competitive and commensurate with experience. IHEP offers a comprehensive benefits package. Interested candidates should submit a **cover letter**, **resume**, and **writing sample** (no more than five pages, sections from a longer paper are fine) and apply here.