The University of Georgia (UGA) seeks a visionary leader to serve as the next Director of the Office of Student Financial Aid. Building on the office’s excellent reputation, the Director will oversee an array of federal, state, and institutional programs. The University seeks candidates who are innovative and accomplished leaders in their field and have a strong commitment to excellence and high-quality customer service.

Reporting to the Vice President of Instruction, the Director leads the Office of Student Financial Aid by establishing, implementing, and evaluating financial aid operations, programs, and processes for the campus. The Director oversees the administration of federal, state, and institutional aid provided to the UGA student body. He or she serves as the main consultant to University administrators on financial aid related matters and compliance issues and plays a critical role in enrollment management. With approximately 42 employees and 6 direct reports, the Director has responsibility for all financial aid received by the UGA student body in the form of grants, scholarships, loans, and work programs. Additional information about the Office of Student Financial Aid is available at https://osfa.uga.edu/.

Responsibilities:

- Provide seamless operations and superior service to financial aid applicants, their families, and members of the University community;
- Interpret and implement complex federal and state regulations regarding student financial aid for the University;
- Provide direction regarding the administration and disbursement of student financial aid, financial aid issues related to student application and enrollment management, scholarship administration, work-study, grant programs, regulatory compliance, and the standards of best practice in the field of student financial aid;
- Establish strategic goals and objectives for the Office of Student Financial Aid and provide leadership and oversight for the operations and activities of the Office of Student Financial Aid;
- Understand the technical solutions necessary to streamline various processes related to financial aid applications, review, disbursement of funds, and reporting requirements. Work closely with UGA’s Enterprise IT Systems to implement the necessary technical solutions;
- Collaborate closely with administrators, faculty, and staff in the development, delivery, reporting, and support of financial aid;
- Oversee the University’s compliance with appropriate National Collegiate Athletic Association (NCAA), institutional, state, and federal regulations affecting financial aid processes;
- Serve as the primary contact for the University with external groups including the Department of Education and the State of Georgia for information and problem resolution related to student financial aid;
- Work closely with other units within the Office of Instruction to assist with a variety of student success programs, including those impacting student retention, timely graduation, experiential learning, and others.

Qualifications:

- A Bachelor’s degree and significant experience in student financial aid management or related relevant experience required, Master’s Degree preferred.
- Preferred requirements include:
Experience supervising full-time staff in a financial aid office at an institution with a significant undergraduate population; 
High level of understanding of the administration of a comprehensive student financial aid program; 
A record of compliance with institutional, state, and federal guidelines related to the administration of student financial aid; 
Demonstrated experience implementing technological innovations in the management of a financial aid office; 
Excellent interpersonal communication and organizational skills; 
Mature judgement in handling sensitive and confidential information; 
Adaptability, impeccable personal integrity, trustworthiness, and high ethical standards; 
A commitment to working with ethnically and socioeconomically diverse students; 
Dedication to the needs of students; 
Commitment to providing excellent customer service.

We are not able to sponsor for a work visa or US permanent residency.

The selected candidate will be appointed administrative faculty.

UGA is currently ranked 16th among the top public universities in U.S. News & World Report. The University’s main campus is located in Athens, approximately 65 miles northeast of Atlanta, with extended campuses in Atlanta, Griffin, Gwinnett, and Tifton.

Chartered by the state of Georgia in 1785, the University of Georgia is the birthplace of public higher education in America — launching our nation’s great tradition of world-class education for all. What began as a commitment to inspire the next generation grows stronger today through global research, hands-on experiential learning, and extensive outreach. One of America’s “Public Ivies” and a top 10 best value in public higher education, the University of Georgia tackles some of the world’s grand challenges — from combating infectious disease and securing the world’s food supply to advancing economic growth and analyzing the environment. UGA employs approximately 1,800 full-time instructional faculty and more than 7,600 full-time staff. The University’s enrollment exceeds 36,000 students including over 27,500 undergraduates and over 8,500 graduate and professional students. Academic programs reside in 17 schools and colleges, as well as a medical partnership with Augusta University housed on the UGA Health Sciences Campus in Athens. Additional information about the University of Georgia is available at [http://www.uga.edu/](http://www.uga.edu/).

Applications: Applicant screening will begin immediately. Candidates are encouraged to submit their materials by Sunday, December 31, 2017; however, screening will continue until the position is filled. The application packet should include a cover letter detailing how the applicant’s credentials and experience meet the needs, responsibilities, and qualifications stated above; a current curriculum vitae; and contact information for three references (who will not be contacted without further correspondence with the applicant).

All applicants must apply online at FacultyJobs@UGA. Please see the job posting at: [http://facultyjobs.uga.edu/postings/2962](http://facultyjobs.uga.edu/postings/2962).

Nominations, questions and/or other inquiries should be directed to Damla Williams, Primary Consultant with the UGA Search Group, at [damlaw@uga.edu](mailto:damlaw@uga.edu) or 706-542-7344.
The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, gender identity, sexual orientation or protected veteran status. As such, the University of Georgia is especially interested in candidates who can contribute to the diversity and excellence of the academic community. We not only strongly encourage women, minorities and other diverse candidates to consider applying for this position, but we also maintain that all candidates should share our commitment to diversity and inclusion. Persons needing accommodations or assistance with the accessibility of materials related to this search are encouraged to contact Central HR (facultyjobs@uga.edu). Please do not contact the hiring unit or search committee with such requests.