



**SOUTHEAST NEW MEXICO COLLEGE**  
**(Formerly NMSU Carlsbad)**  
1500 University Dr. Carlsbad NM 88220

**Southeast New Mexico College is looking to hire an  
Director of Admissions**

**Qualifications:** Required: A master's degree in a related field, with five (5) years of professional experience related to the standard duties as outlined and a minimum of two years of supervisory experience in successfully leading and managing a team.

**Equivalency:** A bachelor's degree in a related field, with eight (8) years of professional experience related to the standard duties as outlined and a minimum of three years of supervisory experience. Preferred, Bilingual and staying up to date with industry trends and best practices in admissions and recruitment. Any equivalent combination of education, training and/or experience as approved by the Human Resources Department. **Salary: \$66,206.36 - \$74,608.59 DOE.** To apply, **please submit an application, cover letter, CV/Resume, and unofficial transcripts** by email to [hr@senmc.edu](mailto:hr@senmc.edu). For additional information, please call Steven Gonzales at 575-234-9208 or email [hr@senmc.edu](mailto:hr@senmc.edu). **Posting Dates: August 7, 2023 – September 3, 2023.** SENMC is an equal opportunity and affirmative action employer.