

**Diocese of Charlotte Catholic Schools  
Seeks Applicants for Coordinator of Student Recruitment**

Position	Coordinator of Student Recruitment
Position to Begin	Immediately
Terms	Fulltime
Qualifications	College degree in marketing, or related field, 3-5 years experience in marketing, student recruitment or related field.
Application	<a href="#">Click here</a> to download an application that can be filled out online and then submitted
Application & Resume sent to	Theresa Ramirez Catholic Schools Office 1123 S. Church Street Charlotte, NC 28203
Additional Information	<p>Coordinates and evaluates the student enrollment process at diocesan schools. Develops strategies to attract and retain students. Identifies obstacles to enrollment and identifies ways to overcome these strategies. Maintains admission and retention statistics.</p> <p>Excellent written and verbal communication skills; strong organizational skills. Must be computer literate in Microsoft Word and Excel with experience or knowledge of software systems and social media. Must be fluent in English and Spanish.</p>