Position: Director of Financial Aid (Posted 7/14/2011)
Emmanuel College is accepting applications for a permanent, full-time position as the Director of Financial Aid.

Qualifications:
The ideal candidate should have 3 or more years of progressive financial aid experience, should hold an MBA but will consider a Bachelor’s Degree in Business Administration, Accounting, Finance, or other related field with evidence of further professional development. Experience in student financial aid is preferred. The candidate must have strong interpersonal, communication, and management skills as well as a strong work ethic, integrity, and a positive attitude. The candidate must exhibit professional and personal conduct that is spiritually and morally constructive. Finally, the candidate should be a committed Christian who identifies with and adheres to the mission and vision of Emmanuel College.

Filing an application: Please forward the following directly to the contact person listed below.
- Letter of application
- Resume (including phone number and email of 3 references—at least one must be a recent supervisor)
- Transcripts (unofficial)
- Pastoral Letter of Recommendation: Needs to be from a current pastor and to include a verification of current church membership, a description of the applicant’s activity in the local congregation, and an evaluation of the quality of the candidates’ personal commitment to Christ.
- Personal Testimony: An explanation of the applicant's relationship with God through the Lord Jesus Christ, including a brief account of accepting Christ as personal savior, church membership, and current church involvements.

Resumes will not be considered until all requested documents have been received.

Contact:
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