

**Cranbrook Schools – Dean of Middle School Admission**

Cranbrook is seeking a Dean of Middle School Admission to manage the enrollment of its two single gender middle school programs of 350 students. This person will join an office of thirteen dynamic admission professionals and will frequently interact with the leadership teams of both the boys' and girls' middle school programs. Developing and implementing a comprehensive recruitment strategy as well as working very closely with families as they progress through the admission process are the most important parts of this multifaceted job. Being self-motivated, excited to introduce families to one of the nation's best schools, and eager to work closely with a team of other admission professionals are qualities that will serve the successful candidate well.

Cranbrook Schools enrolls over 1650 students in PK – 12<sup>th</sup> grade with a strong boarding program in the upper school. Its spectacular campus is also home to the Cranbrook Institute of Science, the Cranbrook Art Museum, and the Cranbrook Art Academy for graduate students. Each year more than \$10 million in financial aid is granted to students.

Cranbrook Schools is an equal opportunity employer and encourages diversity in all forms. Those who are interested should submit to [humanresources@cranbrook.edu](mailto:humanresources@cranbrook.edu) a cover letter, resume, and a faculty job application which can be downloaded at <https://www.cranbrook.edu/employment>.