



The National Association of Student Financial Aid Administrators (NASFAA) seeks an outstanding leader to serve as President and CEO of the Association. Headquartered in Washington, D.C., NASFAA is the largest institutional-based higher education membership association in the United States. The new President and CEO can assume duties as early as July 1, 2010, although a later starting date may be negotiated.

About NASFAA

As the primary, student-focused professional association representing the financial aid interests of institutions of higher education in the U.S., NASFAA's principal goal is to promote maximum funding and effective delivery of financial assistance to students, with an emphasis on need-based aid. NASFAA is also unique in that it is the only volunteer-driven, national association with a primary focus on student aid legislation, regulatory analysis, and professional development for financial aid administrators. Nearly all postsecondary educational institutions use NASFAA's wide array of products and services.

NASFAA's mission is to promote the professional preparation, effectiveness, support and diversity of people and organizations involved in the administration of student financial aid, and to facilitate communication throughout its community. NASFAA encourages and promotes programs and policies that remove financial barriers to ensure student access to and success in postsecondary education. Public policy advocacy on behalf of students, families, and institutions is at the very core of who we are and what we do.

Founded in 1966 as an outgrowth of three regional professional associations (there are now six in total: Eastern, Midwest, Southern, Southwestern, Rocky Mountain and Western) NASFAA was incorporated in 1973 as a nonprofit corporation in the District of Columbia. Today, NASFAA represents nearly 3,000 traditionally and organizationally diverse institutions of higher education. More than 20,000 financial aid administrators at our member institutions nationwide benefit from information, training, advocacy and professional services provided by NASFAA. In addition, non-voting, "constituent membership" in NASFAA is open to educational associations, governing agencies, and other organizations involved in providing services and products to postsecondary institutions.

NASFAA Governance & Structure

NASFAA is governed by a 32-member Board of Directors. Three commissions encompassing 16 committees with more than 170 volunteers assist in carrying out the goals of the Association's Strategic Plan, and are involved in membership services, legislative and regulatory advocacy, training, and many other student aid issues. NASFAA employs 30 permanent staff members, about two-thirds of whom work from the national office in Washington, DC.

The strength of the Association is its people and volunteers. NASFAA, perhaps more than any of our peer higher education groups, has always relied upon extensive participation by a

broadly representative but ever-changing group of volunteers to serve as members of the Board of Directors, as Commission Directors, on various committees, and in a wide variety of other roles. Through these volunteer roles and staff support, NASFAA is able to perform many tasks and offer a wide variety of services.

NASFAA also greatly depends upon its relationship with the state and regional financial aid administrators' associations to help communicate and carry out many goals and objectives, and to offer the leadership advancement opportunities that prepare its members to assume these diverse volunteer roles. Additional information about the Association is available online at www.nasfaa.org.

NASFAA's Products and Services for Members

Daily News, Information, and In-Depth Issue Analysis

- NASFAA's blanket coverage of the financial aid world begins each morning with the *Today's News* daily email. *Today's News* offers financial aid administrators the information they need to best serve their students and campus.
- The NASFAA Web site, www.nasfaa.org, is updated daily and offers members a comprehensive site to search articles and publications by area of interest, such as legislative and regulatory, conference and training, technology, and college access. The NASFAA Web site also offers dedicated resource pages on special topics that arise, a Career Center, online registration, renewals and purchases. Many features of the Web site are for Members only.
- The *Journal of Student Financial Aid*, NASFAA's award-winning professional research journal containing postsecondary aid and access original research, is mailed to members two times a year and also available on the Web.
- *Student Aid Transcript*, NASFAA's award-winning magazine, focuses on issues ranging from student aid policy to human resource management to technology and student aid tools. *Student Aid Transcript* is mailed to members two times per year and is also available online.
- Most recently, NASFAA introduced a semi-regular electronic publication, the *NASFAA Advocate*. The *NASFAA Advocate* is designed to provide a more in-depth, "inside the beltway" look at the political and legislative agendas that affect student financial aid in Washington, D.C.

Advocacy: Legislative and Regulatory Outreach

- NASFAA serves as the collective voice of nearly 3,000 institutions on student financial aid policy issues, and works closely with national and state lawmakers, the Department of Education, and other policy stakeholders on a wide range of issues impacting postsecondary financial aid and access. The Association acts as both a proactive and reactive force for positive change on behalf of financial aid administrators, students and families. One of the Association's primary goals is to coordinate and help members raise their own

voices on student aid issues. Educating our members about the issues that impact their students and encouraging grassroots advocacy are critical functions of NASFAA's advocacy efforts.

- The Association provides regulatory guidance to its members, both individually and collectively, through a variety of tools and resources; including regulatory news, resources for recently enacted laws, Department of Education announcements and guidance, and NASFAA regulatory resources and training.
- The Legislative, Regulatory, and Advocacy Web Centers housed on www.nasfaa.org provide the latest news on current issues that will affect aid administrators, schools and students.
- NASFAA's National Conversation Initiative, launched in 2008, is a national dialogue for building consensus, support, and enactment of reforms needed to improve the effectiveness, efficiency, simplicity, and equity of the student aid programs and eliminate financial barriers for students. The Report, with its 30 recommendations, has been delivered to the Obama administration, key Capitol Hill staff, and NASFAA members. The association uses NCI as a roadmap for current and future advocacy.

Training, Resources and Research Offerings

At the core of NASFAA's mission are comprehensive and affordable training, professional development, resources, and research opportunities. Below are just a few of the Association's offerings:

- The NASFAA National Conference, held annually in July, attracts thousands of financial aid professionals for four days of networking, professional development, sharing professional advice and obtaining expert guidance from the Department of Education, NASFAA and others. It is held in each of the six regions on a rotating basis.
- The NASFAA Leadership Conference is an annual invitational program held in Washington, DC. It is designed primarily for individuals in state and regional association leadership positions or about to assume such positions.
- AskRegs Technical Assistance is a phone/email hotline which allows NASFAA Members to ask Association staff questions about regulatory and compliance issues. Questions receive a response within 24 hours.
- NASFAA has offered training opportunities to its Members for nearly three decades. Current offerings include Fall Training, CORE training for new financial aid professionals, LearnStudentAid online training, and Webinars. Each presents a unique way to stay current and grow professionally. More information can be found at www.nasfaa.org.

- The NASFAA Encyclopedia of Student Financial Aid is a searchable, Web-based tool that serves as a compendium of current statutes and regulations governing the federal student aid programs. The Encyclopedia includes more than 1,000 original government reference documents, as well as interpretive text written by NASFAA staff.
- The Standards of Excellence Review Program offers an institution customized, confidential, and unbiased peer reviews of their institutions, and provides final reports highlighting strengths and weaknesses of their financial aid office. This service helps institutions ensure compliance with federal regulations and avoid penalties.
- Research Support. NASFAA invites researchers, educators, faculty members, and financial aid administrators to take advantage of the many exceptional opportunities and resources in financial aid-related education research; including recent quick scan surveys, research news and facts, NASFAA research and research tools.

NASFAA's Next President

NASFAA is seeking a visionary leader who will value, support, and promote the mission of NASFAA as a volunteer driven, student focused organization through the continuation and enhancement of NASFAA's membership services and through the support of the Association's advocacy and public policy work.

The President reports to the NASFAA Board of Directors and provides vision and leadership for the Association membership and staff, maintains and enhances all the services provided by NASFAA, manages the financial resources of the Association, and responds to the needs and decisions of the Board and the larger association membership as appropriate. The President serves as an ex-officio member of the Board of Directors and the Executive Committee, and appoints the Secretary and Treasurer as directed by the Association's By-Laws.

Presidential Responsibilities

The President serves as the primary voice of NASFAA and as the liaison between the Association, its members, its education association partners, the U.S. Congress, the Executive Branch, the U.S. Department of Education, and other government agencies. In this role, the President develops testimony and legislative and regulatory positions, and negotiates with policymakers and other education organizations on issues of student access and financial aid in accordance with the input from the Board of Directors. The President also leads the media relations activities of the Association.

As the leader of NASFAA, the President defines the strategic directions for the 30 NASFAA staff members and empowers them to develop comprehensive plans to carry out new initiatives. S/he is responsible for the management of the staff, operations, and financial resources of the Association in accordance with the goals established by the Board of Directors. The President also ensures compliance with all legal, tax, and reporting requirements and negotiates all contracts for the Association in consultation with the Executive Committee of the Board of the Directors.

With a clear understanding of the financial challenges facing NASFAA as a non-profit, membership organization, the President ensures prudent financial management and develops plans for enhancing the Association's sponsorship and fundraising activities while examining and developing new revenue streams.

The President maintains and enhances NASFAA's services to membership with a focus on professional development, training, and technical assistance activities as well as on strong communications to membership and other key constituencies. Attentive to the requests from members for information and services, the President attends meetings of the regional associations as well as other key financial aid associations in the role of senior NASFAA spokesperson.

Finally, the President will take on other responsibilities as assigned by the National Chair, the Executive Committee, and the Board of Directors of NASFAA.

Qualifications, Characteristics, and Skills

The NASFAA Board of Directors is seeking a visionary leader with the knowledge, credibility, and skills to serve as an advocate for student financial aid and access to higher education. The successful candidate will have significant leadership experience in higher education or a related enterprise with an in-depth understanding of the complexities of student financial aid policy and implementation. S/he will also possess the creativity and entrepreneurial skills to enhance the Association and its goals. A bachelor's degree is required and a doctorate preferred.

The successful candidate's previous experience should demonstrate:

- The ability to lead and manage a complex membership and volunteer-driven organization that includes a traditionally and organizationally diverse population with a significant financial structure
- Strong leadership skills to develop and implement strategic plans, to create strategic partnerships, and to build commitment to organizational goals
- The clear understanding of financial aid and its integral importance to student access and to institutions of higher education, combined with a commitment to ensure and enhance student access
- An effective communicator with demonstrated ability to communicate complex information, both verbally and in writing, to external stakeholders in financial aid and higher education
- The ability to work with media to educate the public on important issues related to the state of financial access to postsecondary education and to generate positive information about NASFAA and the profession.
- Proven advocacy skills to influence public policy

- The ability to collaborate effectively with groups that have divergent purposes and different political views, including the U.S. Department of Education, legislators, and higher education leaders and constituents
- The commitment to integrity and the highest standard of ethics
- Effectiveness in a team environment working toward common goals
- Proficiency with state-of-the-art office software and other business communications technology applications
- Energy, enthusiasm, and commitment to the goals of the Association
- Success in developing and sustaining an organization culture marked by trust, with strong internal and external communication systems

Expressions of Interest in the Position

Inquiries, applications, and nominations may be submitted electronically in total confidence. Review of candidates will begin immediately and continue until the position is filled. Submissions received by March 1, 2010 will be assured full consideration. The search committee has scheduled neutral site interviews for semi-finalists for March 27, 2010. The Board of Directors will interview finalists on April 25-27, 2010. Appointment by the Board is anticipated by May 2010.

Application materials should include: 1) a cover letter that takes into account this association profile, 2) a resume or curriculum vitae, and 3) an annotated list of four to five references, noting the relationship to the candidate and including an address, email, and phone number. One of those references should be a professional colleague, one should be someone you have worked directly for and one should be someone who worked directly for you. Electronic applications and nominations (in MS Word or PDF) should be submitted electronically to:

NASFAA@academic-search.com

Assisting the Search Committee are:

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The National Association of Student Financial Aid Administrators (NASFAA) cordially invites interested parties to learn more about the Association and its work through its website: www.nasfaa.org.

NASFAA is an equal opportunity/affirmative action employer.