



Interim Administrator Program

EXTERNAL INTERIM POSITION LISTING

Contact Information:

Last Name: _____ First Name: _____ MI: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ E-mail: _____

Position Information:

Position Title: _____
 Institution: _____
 When do you desire to have this position filled? _____

May the interim be a candidate for the position? Yes No

Compensation is expected and negotiable. In addition, please indicate what benefits may be provided/negotiable: Health Ins. Housing Meal Plan Moving expenses

Position Level:

- Senior Student Affairs Officer
- Senior Level (Assistant Vice President/Dean)
- Director Level
- Other: _____

Education Required:

- Masters Degree
- Doctoral Degree

Years of Experience Required/Preferred: 15+ 10 – 15 7 – 10 5 – 7

NOTE: In addition to the overall years of experience indicated by the institution, NASPA requires candidates to have a minimum of three years experience at the level of the interim position.

The above listed position is open for referrals from the NASPA Interim Administrator candidate pool. I understand the program coordinator will contact me for additional clarification and discussion about the program and will forward a list of interested and qualified candidates. I agree to pay a \$500 administrative fee if one of these candidates is selected. If this position is not filled with a candidate from this pool, there will be no cost to the institution.

Signature

Date

Please submit this form along with a copy of the position description to:

NASPA Interim Administrator Program Coordinator
 111 K Street, NE, 10th Floor ♦ Washington, DC 20002
 Tel: 407.691.1014 ♦ Fax 202. 898.5737 ♦ IntAdmin@naspa.org

Institutional contacts will be communicated with after receipt of materials.