DESCRIPTION OF THE FIELD

Those in Higher Education work with students who are pursuing a post-secondary degree at colleges, universities, community colleges, and technical/trade schools. They oversee student services, academics, and faculty research. Job duties vary depending on the area of a college they manage. Student services include those who work directly with student populations such as Admissions Counselors and Academic Advisors. Those in administration work with the organization of a college or university and how to manage the policies, planning, etc. In finance the focus is on issues related to economics, financial aid for students, budgetary politics of a higher education institution, etc. Beyond entry level positions, a Master’s degree or PhD is usually required.

(Provided by the University of Arizona Center for Higher Education & Bureau of Labor Statistics)

CAREERS

• Student Services and Student Affairs areas:
  o Admission’s office, Career Services, Registrar’s office, Bursar’s office, Financial Aid
  o Dean of Students, Residence Life, Academic support offices, Orientation

• Counseling individuals
• Research and teaching
• Academic deans, Provosts, President
• Educational Consultant

RESOURCES

For more information, please visit the following websites:

The University of Arizona, College of Education, Center for the study of Higher Education
https://www.coe.arizona.edu/epsp/hed

National Association of Student Personnel Administrators
https://www.naspa.org/

http://www.bls.gov/ooh/management/postsecondary-education-administrators.htm#tab-1

The Chronicle of Higher Education
http://chronicle.com/