

SEARCH PROFILE

DIRECTOR OF FINANCIAL AID AND SCHOLARSHIP



MURRAY STATE
UNIVERSITY

Director of Financial Aid and Scholarship

About Murray State

Located in the West Kentucky region, Murray State University is a public, comprehensive University which offers a low cost of living, low property taxes, and a four-season climate. Murray has a friendly, small-town atmosphere with locally owned specialty shops and restaurants, an acclaimed community theater, art guild and award-winning public schools. The area is home to Kentucky Lake and Land Between the Lakes, a 170,000-acre National Recreation Area, which offers a wide-range of activities and amenities for residents and visitors alike. Located in close proximity to major cities and nearby access to Interstate 24, Murray is just a few hours from Nashville, St. Louis, Louisville and Memphis. Learn more about [Careers](#) at Murray State University.

About Murray State Benefits

Faculty and staff of Murray State University have access to a comprehensive benefits package including health insurance, retirement, tuition waivers, generous paid holidays, vacation, sick, and paid parental leave, as well as many other benefit offerings. Please refer to the Murray State [Benefits](#) page for more information.

Equal Opportunity Employment

Equal Opportunity Employer/AA. Murray State University does not discriminate based on race, color, national origin, sex, gender, identity, sexual orientation, religion, age, veteran status, disability or political or social viewpoint. All qualified applicants are encouraged to apply.

Responsibilities

The Director of Financial Aid and Scholarship will provide the overall leadership, supervision, and strategic oversight for the Financial Aid and Scholarship functions. This position is responsible for supervising, directing, and managing all financial aid and scholarship programs, ensuring compliance with all federal, state, and University regulations and policies. The Office of Financial Aid and Scholarship plays a key role in the university's outreach with students, parents, alumni, and the campus community.

- Provide vision, strategic direction, and leadership for all Financial Aid and Scholarship operations, fostering a culture of service and continuous improvement.
- Responsibilities include daily operations, oversight, and staff supervision, and implementing aid programs that support student access and retention in higher education, assuring compliance with federal, state, and University regulations and policies.
- Direct state, federal, and institutional scholarship programs and provide routine reporting to the Administration.

- Interpret, research, and ensure compliance with all relevant federal, state, and university regulations and policies related to financial aid and scholarship programs.
- Responsible for coordination of various Requests for Proposals for the Student Financial Aid area.
- Assist in coordination of Racer One Stop.
- Serve as representative on university committees.
- Counseling with parents and students concerning financial aspects of their education.
- The duties of this position include assistance with assuring the university's compliance with rules of the National Collegiate Athletics Association, the Ohio Valley Conference, and the Missouri Valley Conference related to student fees and aid.
- Oversight and coordination of the A-133 Audit reports for the Student Financial Aid area, working directly with university auditors as needed.
- Responsible for Student Employment.
- Responsible for Title IV compliance for the university.
- Completion and submission of the university's Program Participation Agreement with the U.S. Department of Education.
- Other duties as assigned.

Required Qualifications

- Bachelor's degree in higher education, business, finance or a related field.
- Five years of progressively responsible experience in student financial aid.
- Five years of staff supervision.
- Strong working knowledge of Title IV Federal Financial Aid rules and regulation and the ability to research, interpret and implement regulations.
- Must be proficient in MS Office Suite, as well as general systems applications.
- Knowledge of Title IV guidelines and compliance requirements with respect to higher education financial aid office functions.
- Ability to effectively present information and interact with students, parents, and the general public.
- Possess strong analytical abilities. Must be able to define problems, collect data, establish facts and draw valid conclusions.
- Demonstrated ability in assessing staff development needs and implementing training solutions as needed.

Preferred Qualifications

- Hands on experience with Banner.
- Master's degree.

Application and Nomination Process

Academic Search is partnering with Murray State University in this national search. Nominators and prospective candidates may arrange a confidential discussion about this opportunity with Kate Nolde, Senior Consultant at Academic Search, at kate.nolde@academicsearch.org or by calling (703) 215-8745. Nominations can be sent to MurrayDFA@academicsearch.org.

Candidates should [apply online](#) and include, in pdf format:

1. A detailed letter of interest addressing the needs of the opportunity and how your experience correlates with those needs.
2. A current resume.
3. A list of five professional references, including phone numbers, and email addresses, noting the candidate's relationship for each reference. References will not be contacted until later in the search process and only with the candidate's permission.

For full consideration by the Search Committee, applications should be submitted by June 10, 2026.

ABOUT ACADEMIC SEARCH

Academic Search is assisting Murray State University in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support in partnership with our parent organization, the American Academic Leadership Institute.

