

ADAM K. WRIGHT

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Professional Summary

Dependable professional bringing management experience and a willingness to take on added responsibility to meet tight deadlines. Enthusiastic team player with a strong work ethic and advanced complex problem solving skills.

Skills

- Effective leader
- Drive for results
- Customer service-oriented
- Problem solving
- Exceptional interpersonal communication
- Strategic agility
- Dealing with ambiguity
- Conflict management

Work History

Campus and Academic Director, 02/2010 to Current

University of Phoenix - St. Louis Campus – Maryland Heights, MO

- Served as main University representative over all St. Louis locations with direct reports from departments of Operation, Enrollment, Academic Affairs and Community Engagement.
- Developed, in partnership with Central Administration, yearly financial budget with responsibilities of ensuring necessary targets for profit margin.
- Developed local campus strategies based off of student feedback surveys to increase overall student satisfaction and retention across all modalities.
- Served on University Academic Governance Board and ensured compliance with all accrediting bodies.

Director of Enrollment, 05/2008 to 02/2010

University of Phoenix - Springfield Campus – Springfield, MO

- Developed coaching and training processes for all enrollment advisors and managers.
- Responsible for ensuring all new students were properly advised and prepared for coursework to ensure overall success.

Enrollment Manager, 10/2007 to 05/2008

University of Phoenix - Omaha Campus – Omaha, NE

- Ensuring all Enrollment Advisors were focused and energized to assist students in beginning their journey towards graduation.
- Ensured all new and tenured advisors received proper coaching and training in compliance with University standards.

Director of Learning Centers, 10/2006 to 10/2007

University of Phoenix - Cheyenne Campus – Cheyenne, WY

- Acting Campus Director for Cheyenne Campus.
- Responsible for overall student success while managing Enrollment, Operations, Student Service and Academic Affairs departments.

Enrollment Advisor, 03/2006 to 10/2006

University of Phoenix - Kansas City Campus – Kansas City, MO

- Main responsibilities include enrolling and retaining students in state approved associate, bachelor and master level local campus and online degree programs.
- Educating prospective students on various programs while ensuring each student is prepared for the rigors of the University.

Insurance Broker, 05/2004 to 03/2006

Bukaty Companies – Leawood, KS

- Prime responsibility included tailoring employee benefit packages for small businesses regarding medical, dental, vision and life insurance.

Education

MBA: December 2008

University of Phoenix - Online

Bachelor of General Studies: Communication Studies, May 2003

University of Kansas - Lawrence, KS

Primary Coursework in Communication Studies with a Concentration in Political Science

Additional Items

- University of Phoenix Faculty Member Online - facilitate Introduction to Business (BUS/212) on multiple occasion each year.
- Two time Missouri Boys & Girls Club - Youth of the Year Judge