



# Walnut Hill College

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Founded in 1974 as The Restaurant School

## **Admissions Advisor**

Established in 1974, Walnut Hill College is America's first private college to focus on fine dining and luxury hospitality careers. The college offers Associate and Baccalaureate degrees in Culinary Arts, Hotel Management, Pastry Arts and Restaurant Management. [www.walnuthillcollege.edu](http://www.walnuthillcollege.edu)

### **The college features many unique amenities, such as:**

- Four open-to-the-public restaurants
- An open-to-the public pastry shop
- On-site dormitories
- College bookstore and gift shop
- Travel experiences that are included in the tuition
- France, England, Florida with a cruise to the Bahamas
- Students can earn their Associate degree or a Baccalaureate degree
- A lively student activities program
- A Student Leader Development Institute
- Student fellowships
- A Masters-in-Residence program
- Pop-up business options and "Signature Student Experiences"

**Our Admissions Advisors host visitors on a tour of the college, assist them with their application and advise them as they plan their college experience and career.**

This is a full-time, on-ground position that requires some evening and weekend availability. Successful candidates must:

- Have excellent written and oral communication skills,
- Engage in analytic discussions to support college applicants in determining the most appropriate major for them to pursue,
- Be highly organized and efficient'
- Practice effective interview techniques,
- Be personable and approachable in reaching out to applicants,
- Actively seek out follow-up opportunities.

**Style and Approach:**

- Outgoing
- Positive and upbeat
- An “influencer”
- Engaging
- Descriptive of college majors, activities, and the benefits of attending WHC
- An understanding and appreciation of higher education, specifically WHC
- Effective in supporting applicants in their education and career planning process
- Build a working relationship with applicants and their family members
- Views applicants as VIPs – Very interested/important people

**About our VIPs and student-body**

Majority of the students are from Pennsylvania, New Jersey and Delaware although the college enrolls students from around the USA as well as some international students. VIPs are attracted to the college’s nearly 50 years of experience, the “hands-on” approach of the curricula, the resume-building aspects of internships, the all-inclusive travel experiences and the dynamic student-life experiences.

**If you are intrigued in offering guidance towards successful careers let’s start a conversation. Kindly send your resume with a cover letter to:**

[dmorrow@walnuthillcollege.edu](mailto:dmorrow@walnuthillcollege.edu)