

CURRY, WILLIAM N.

1058 Sunrise Road
Petal, MS 39465 (601) 543-4930

PROFILE OF QUALIFICATIONS

Twenty seven years of experience in Higher Education Administration as Director of Financial Aid. Nine years as Director of Admissions and Four years as Dean of Enrollment Management & Records. Interact and relate well to individuals from diverse backgrounds. Possess strong technological competence with a working knowledge of Microsoft Office products. Reliable, dedicated, and dependable with attention to detail, exceptional organizational skills, and proven ability to adapt to challenges in the working environment.

PROFESSIONAL ORGANIZATIONS

Mississippi Association of Student Financial Aid Administrators (MASFAA)
Southern Association of Student Financial Aid Administrators (SASFAA)
National Association of Student Financial Aid Administrators (NASFAA)
Mississippi Association of Collegiate Registrars and Admissions Officers (MACRAO)

PROFESSIONAL EXPERIENCE

1988-Present	<p>Director of Financial Aid, William Carey University, Hattiesburg, MS</p> <p>Supervise six full-time employees and delegate tasks according to individual job descriptions and responsibility.</p> <p>Formulate policies, procedures, and budgets for internal operations of financial aid office.</p> <p>Participate in annual internal audit of institutional financial records.</p> <p>Actively involved in audit practices of U.S. Department of Education and Mississippi Institution of Higher Learning pertaining to institutional records.</p> <p>Evaluate staff yearly for job performance and salary recommendations.</p> <p>Perform other duties as assigned by Executive Vice President or President.</p>
1980-1988	<p>Field Director, Boy Scouts of America, Hattiesburg, MS</p> <p>Supervised seven full-time District Executives with field duties covering an eleven county area.</p> <p>Formulated policies, procedures, and budgets for district council office.</p>

Established and maintained interpersonal relationships with volunteers and business community.

Assisted in the planning and implementation of all council activities.

Responsible for developing training programs for all new employees and volunteers

Planned and implemented publicity strategies for council.

EDUCATION

M.Ed. Administration/Supervision

William Carey University, Hattiesburg, MS

B.S. Political Science/Science Education

University of Southern Mississippi, Hattiesburg, MS

A.A. College Core Curriculum

Jones County Junior College, Ellisville, MS