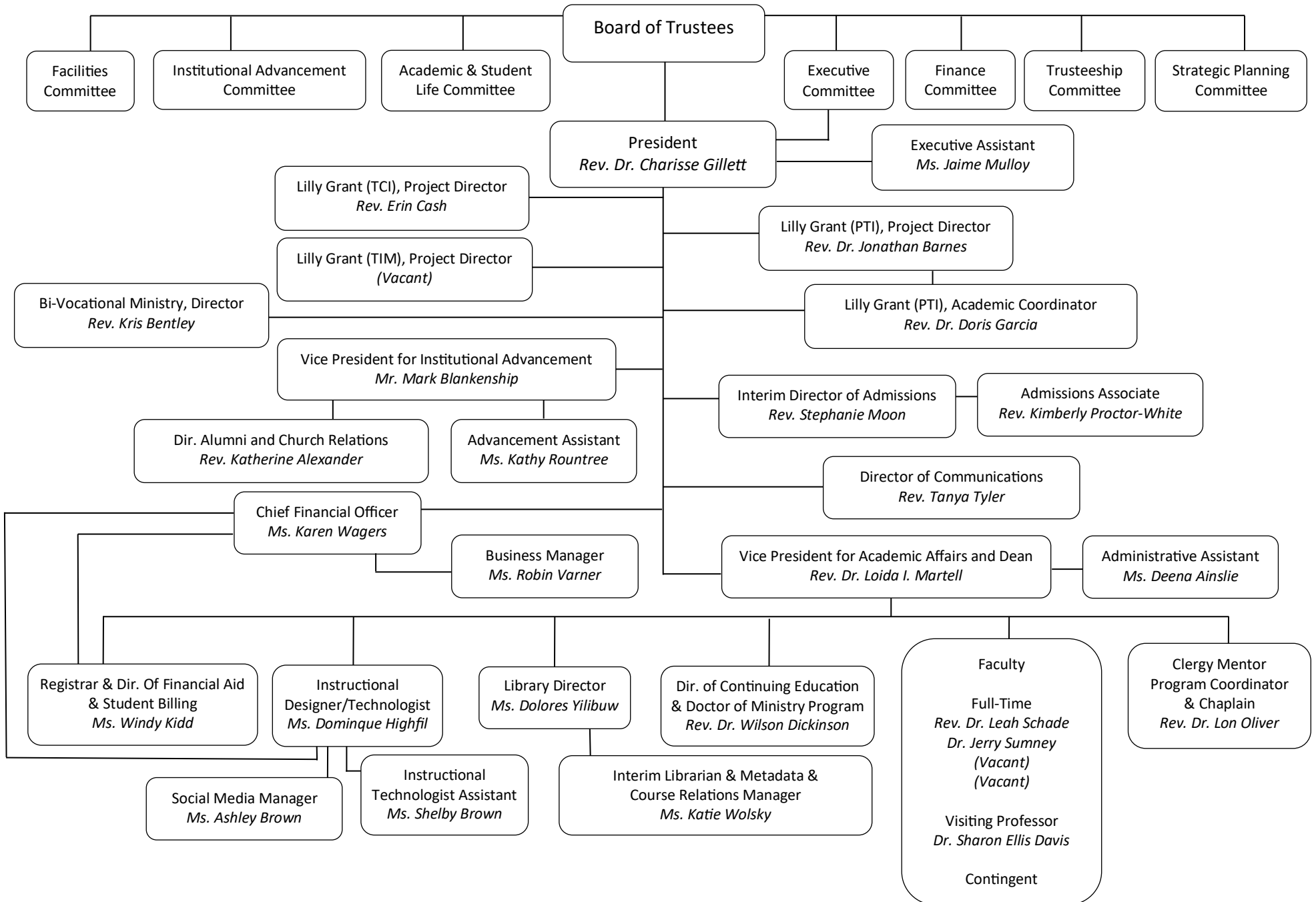




# Lexington Theological Seminary

## Organizational Chart – 2022



## CHIEF FINANCIAL OFFICER

### Business Office

- Accounting
- Investment Records
- Payables/Payroll
- Purchasing/Receiving
- Accounts Receivable
- Budget Control
- Inventory
- Business Computer Operations
- Clerical Staff Personnel

### Director of Human Resources

- Title IX Deputy Coordinator

### Physical Plant

- Snow Captain
- Financial Aid
- Student Accounting

## VICE PRESIDENT OF ACADEMIC AFFAIRS AND DEAN

- Faculty Supervision, Support and Evaluation
- Educational Programs – Degreed and Non-Degreed
- Student Services and Registrar
- Student Admission -- Faculty
- Field Education and Mentor Program
- Bosworth Memorial Library
- Instructional Designer/Education Technologist
- Student Writing Skills
- Continuing Education and D.Min. Program
- Assessment, Accreditation, and Licensing
- Title IX Coordinator

## VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT

### Development

- Annual Giving
- Church and Congregational
- Private
- Endowment
- Capital Funds
- Planned Giving

- Foundation
- Corporate

- Gift Records/Research
- Event Management
- Public and Church Relations
- Alumni Affairs Relations

- Constituent Records
- Constituent Communication
- Donor Records
- Donor Communications

## DIRECTOR OF ADMISSION

### Student Recruiting

- Inquiry Tracking
- Counseling/Advising/Discernment with Students
- Admissions Committees (Masters and Doctoral Levels)
- Student Enrollment

### Marketing

- Selecting Advertising Locations
- Negotiating Contracts
- Ordering Copy

### Reporting

- Data Tracking New Students

### Travel

- Regional Assemblies
- General Unit Events
- Ecumenical Gatherings
- Alumni and Clergy Relationships