

Stanford



Emily Jiang

Graduate Admissions System and Operations Manager, Graduate Admissions

Bio

BIO

Emily started her journey at Stanford in 2010 as a graduate student in chemistry. Through her experiences teaching undergraduates and mentoring other teaching assistants in chemistry, she discovered her passion for helping students navigate the intricacies of their academic experience, and this led her to shift her career path toward higher education administration after earning her M.S. in Chemistry in 2012.

Emily spent the early part of her career working in the Department of Electrical Engineering and the Graduate School of Business in functions that span graduate admissions, student life, and course registration for the largest graduate student populations on campus (1000+). In these student services roles, she was always drawn to systems and making operations run more efficiently, and this led her to pursue a unique opportunity to serve as the technical lead for Knight-Hennessy Scholars starting in 2018, the year of the program's inaugural cohort.

In 2021, Emily joined Student and Academic Services as the first Graduate Admissions System and Operations Manager. In this hybrid technical/managerial role, she hopes to establish a strong structure to actively configure and maintain Stanford's new graduate admissions system (Slate by Technolutions), while nurturing a community across campus that will work together to optimize the applicant, staff, and faculty experience. Outside of work, she plays violin in the Palo Alto Philharmonic and practices "kitchen chemistry" through her love of cooking.

HONORS AND AWARDS

- Summer Professional Development Institute Fellow, NAGAP - The Association for Graduate Enrollment Management (July 2016)

EDUCATION AND CERTIFICATIONS

- M.S., Stanford University , Chemistry (2012)
- B.A., Vanderbilt University , Chemistry, Music (2010)

SERVICE, VOLUNTEER, AND COMMUNITY WORK

- Asian American Interactive Mentoring (AIM) Program (September 2015)

LINKS

- LinkedIn: <https://www.linkedin.com/in/emilyajiang>

Professional

WORK EXPERIENCE

- Associate Director of Graduate Admissions - Department of Electrical Engineering, Stanford University (7/1/2015 - 1/31/2017)

- Graduate Admissions Specialist & Student Life Coordinator - Department of Electrical Engineering, Stanford University (5/21/2012 - 6/30/2015)

PROFESSIONAL AFFILIATIONS AND ACTIVITIES

- Co-Chair, CLASS Academy Planning Committee (2017 - 2017)
- Meeting Coordinator, Student Services Networking Group (2016 - 2017)
- Workshop Coordinator, CLASS Academy Planning Committee (2015 - 2015)

Publications

PRESENTATIONS

- Admit System: Beyond the Basics for Admitting Department Users - CollegeNET User Conference (7/20/2014 - 7/23/2014)