



Senior Advisor

The Crosby Scholars Program is a non-profit organization that provides college access services to students in grades 6-12 in public schools in Iredell County. Serving more than 2000 students per year, the program is available to all students who apply by the published deadline. Scholars make a commitment to be good citizens in their school and community, to remain drug-free, and to strive for academic excellence. Students must attend Crosby Scholars Academy, participate in community service, and uphold the terms of the Partnership agreement.

The Senior Advisor will voluntarily advise one or more seniors through the college admission process. Their responsibilities include:

- Attend a Crosby Scholars Senior Advisor training on the college admission and financial aid process, and on the use of our online portal
- Meet with assigned student Once during the summer to complete First Mandatory Senior Advisor Meeting
- During the school year, schedule and meet individually, as often as needed, with each assigned senior at school or in a public setting to complete all conference notes
- Advise students on the college search and application process including but not limited to target lists, admission requirements, and standardized testing
- Have a working knowledge of post-secondary education options, college admissions, and financial aid; attend optional training sessions in areas of weakness
- Maintain and submit accurate notes summarizing each individual advisor meeting by the given deadline
- When possible, serve as an advocate for students in the college admissions and financial aid process
- Monitor your seniors' progress through the Crosby Scholars Senior Program requirements
- Monitor student progress toward high school graduation
- Alert the Program Coordinator or Executive Director of any special circumstances with a student that may prohibit high school graduation and/or college enrollment
- Collaborate with school counselors; suggest additional community resources that may benefit your scholar
- Follow up with each of your seniors who do not submit a Last Dollar Grant application
- Attend senior advisor staff meetings as scheduled
- Attend the Senior Gala in the spring
- Promote student retention in the Program
- Follow Crosby Scholars Volunteer guidelines
- Maintain confidentiality of student records
- Participate in the evaluation of the Senior Program

Recent experience with college admissions or school counseling is desirable, along with the ability to take initiative and work independently, and possess excellent communication skills. Candidates must be able to work effectively with a diverse population in a team effort to support the mission of the Program and must have a valid driver's license and reliable transportation.

If interested, please visit the Iredell County Crosby Scholars website and fill out the Volunteer Participation Form.

Name _____ Date _____