



**MAAC**

**Mindful Awareness Academy for Children**

## **Job Description: Scholar Advocate**

The job of a MAAC Scholar Advocate involves helping high school students make informed decisions about college and career paths. The Advocate must be able to provide advice and guidance on a variety of topics, including college entrance exams, college applications and scholarships, college majors and career goals, and job search strategies.

The Advocate must have knowledge of college admissions processes and be familiar with college resources.

### **Responsibilities**

The Advocate must be able to meet with high school students to discuss college and career options, provide support and resources, and help create individualized plans for individual students. The Advocate must be able to assess student needs and provide appropriate resources.

### **Qualifications**

Bachelor's degree in education or a related field

Strong communication and interpersonal skills

Ability to work independently and as part of a team

Familiarity with nonprofit organizations, social media, and media relations

Knowledge in a variety of computer software programs

Ability to think critically and solve problems

Previous experience in college or career counseling is preferred

**Please email your resume and cover letter to:**

**[Andrea@themaac.org](mailto:Andrea@themaac.org)**

**In the subject line, please write 'Scholar Advocate'**