

College Success Advisor

EVkids empowers underserved Boston youth with the skills and confidence needed to realize their potential. EVkids creates a community of support through 1-on-1, multi-year, academic mentoring relationships, professional family engagement and school advocacy, college success advising and mentoring support, and a summer camp at our 9-acre site in Vermont. By building a safe space where success is expected and attainable together, EVkids helps low-income students get to and through college.

Based in Dorchester, EVkids is a faith-based organization that supports low-income Boston students grades 4 to 12 aspire to and achieve college enrollment and graduation as first-generation college attendees. EVkids volunteer tutors are students at local universities, including Boston College, Harvard, Northeastern, Tufts, and UMass Boston among others. EVkids tutors commit to the values of service, community, and reflection, and as such, graduate to become lifelong agents of positive social change.

More than 100 Tutoring pairs meet weekly across five EVkids after-school Tutoring sites, three in Dorchester, one in Roxbury, and one virtual site. They are supported through weekly contact with families, regular communication with teachers and guidance counselors, on- and off-site support for tutors, and community- and campus-based events. We also host up to 36 campers each summer at EVkids Camp in Vermont.

The EVkids College Success Project helps high school students find their spark, access internships and other resume-building opportunities, and navigate the college application process. Graduates are paired with college success mentors (often past tutors) to support them as they take control over their college journey. Learn more at www.evkids.org.

POSITION

This is a 10-month school-year position (September 2023 – June 2024) with annual renewal expected. The College Success Advisor (CSA) will work with the Associate Director for College Success to guide 11th and 12th grade EVkids students by providing 1:1 support through career exploration, assisting with the college application process, and empowering students to take control over their academic and career goals. The CSA will build relationships and provide check-ins with students, their families, and their tutors, while tracking and taking note of each student's progress. The CSA will coordinate and implement career panels, college tours, and informational college events. The CSA will strengthen the college readiness programming and assist the Associate Director for College Success as needed.

TASKS

- Advise 11th & 12th-grade students 1:1 with career exploration, academic and life skills such as networking, resume writing, and interviewing, the college application and financial aid process, scholarship and SAT/ACT resources, and summer job and internship opportunities

- Coach students on self-advocacy and resourcefulness skills, refer students to appropriate resources when needed (such as their tutor), and advocate for students with schools in regards to the college application process as needed
- Maintain monthly check-ins and ongoing communication with all students, their families, and their tutors, including timely reminders
- Plan and assist with College Success events, such as College tours/fairs, Career and College 101 panels, and student workshops
- Maintain individual student assessment reports; track student progress, meetings, colleges visited, colleges applied to, college acceptances, and college financial aid and scholarship awards

PROFESSIONAL QUALIFICATIONS

- Bachelor's Degree or equivalent experience, in education or social work-related field preferred
- Experience in guidance counseling, college counseling, college prep, and/or college admissions
- Professional experience working with diverse populations, including low-income and ethnically diverse populations, high-school-age youth, and families
- Excellent writing and computer skills; familiarity with Salesforce and the PathwayU portal a plus

PERSONAL QUALIFICATIONS

- Passion for the mission and core values of EVkids
- Bicultural preferred, multilingual (esp. Spanish) a plus
- Personal connections to, and familiarity with, the Dorchester and/or Roxbury neighborhoods a plus
- Cultural sensitivity & humility; openness to explore organizational racial equity efforts
- Strong interpersonal skills with the ability to work collaboratively with an energized, committed, and diverse team
- Detail-oriented and able to be creative and self-supervising in maintaining your own schedule that will vary day to day including some evenings/weekends
- Comfort navigating multiple work sites, home visits, meetings at schools and in the community
- Massachusetts Criminal Offender Record Information (CORI) clearance required; a clean driving record, a reliable vehicle, and confidence navigating the neighborhoods of Dorchester and Roxbury desired

SALARY: Salary is \$3,800 to \$4,200/month commensurate with experience, plus \$1,000 in home office and travel expense reimbursements; health care and retirement plan matches available, 4 weeks paid vacation, plus 17 paid holidays (13 fixed, 4 floating) and 5 paid sick days.



Rooted in the Catholic tradition of social justice, EVkids is made stronger through the diversity of its team and actively encourages applications from people of all races, genders, sexual orientations, disabilities, national origins, political beliefs, veteran status, family status, and any (or no) faith. EVkids has a zero-tolerance policy for child maltreatment. Research shows that women and people of color are less likely to apply for a position if they do not meet almost 100% of the desired skills and experience. If this applies to you, we encourage you to apply and make use of the cover letter to describe what draws you to this position.

Submit cover letter, resume, and references to Program Director laurenavello@evkids.org.