

Get2College, the flagship program of the Woodward Hines Education Foundation, is committed to providing excellent college planning services to Mississippi families to help students get to college and be successful there. The program offers free, comprehensive help to plan, prepare, and pay for education after high school as well as support for students to persist through and complete their education. Get2College also offers direct support to high school counselors and college-planning training to high school counselors, educators, and school leaders.

Position: Counselor of GEAR UP Outreach for Get2College (This position is funded through Delta State University the recipient of a federal GEAR Up grant from the U.S. Department of Education ending September 2029)

Location: Remote Position - Successful candidate should be located in or willing to relocate to Mississippi Delta

Job Purpose: The Counselor of GEAR UP Outreach for Get2College provides counseling, advisement, presentations and activities related to college and career planning for students, their families and for educators. This position supports eight identified GEAR UP direct service school districts and provides statewide FAFSA completion, college knowledge and professional development objectives.

Essential job duties and responsibilities:

- Builds relationships with school counselors, school leadership, local foundations and community leaders and colleges to support student success in cohort schools.
- Plans and executes professional development opportunities for school staff and teachers to support grant objectives and build staff capacity.
- Collaborates with other Get2College staff to provide statewide FAFSA completion and training, college knowledge capacity building, marketing materials and ACT prep scaling efforts.
- Provides counseling, workshops and activities related to college and career planning to audiences in the GEAR UP direct service schools.
- Delivers college knowledge presentations and professional development to students, parents, teachers and counselors statewide.
- Assess counseling needs of clients and provide services by directing them to the appropriate internal or external resources.
- Informs and advises clients via person to person, by phone and/or email about colleges, careers, financial aid and other issues related to college planning.
- Maintains detailed client records on all services provided.
- Assists the Director in strategic planning for GEAR UP Get2College Center success.
- Develops and champions a solid understanding of the Foundation's core values and purposes to act as an ambassador of the Foundation.
- Performs all other duties as assigned.

The successful candidate should possess the following:

- Ability to work independently and develop project timelines and associated tasks to be completed.
- Experience in a role requiring collaboration within an organization, as well as demonstrates the ability to work with efficiency and diplomacy

- Experience of continued engagement with scholarly work in their field
- Demonstrates excellent organizational skills and time management skills including the ability to manage multiple projects simultaneously
- Demonstrates excellent oral and written communication skills.
- Knowledge of Foundation's programming procedures.
- Demonstrates ability to analyze information and formulate logical conclusions.
- Possesses extensive report modeling abilities.
- Highly ethical and committed to the values of the Foundation.

Education/Experience: Bachelor's degree in counseling or education or related field with one-year experience in counseling, education or related field; or an equivalent combination of education and experience.

For more information or for directing letters of interest, please contact Daniela Griffin, Director of the North Mississippi Get2College Center - dgriffin@get2college.org