Position Title: Summer Counselor – Bridge to College

Organization: Stamford Public Education Foundation, (SPEF)

Location: Stamford, CT

Assignment: 10-15 hours/week, hours to vary between 9am-7pm, June 15, 2020 – August 21, 2020. Attendance required for onboarding, training, and planning in late May/early June at times mutually agreeable to counselors and at a two-hour evening event to be scheduled in late May/early June. Additional flexible hours may be needed through September for program review and feedback.

Compensation: $44.27/hour

Reporting to: Senior Programs Coordinator, Stamford Public Education Foundation

Experience: School Counselor, State of CT Certification

About SPEF:

Founded in 1996, the Stamford Public Education Foundation (SPEF) is a registered 501(c)3 non-profit organization focused on delivering educational programs and resources that elevate student, educator and parent success by bridging the gap between needs in the Stamford Public Schools and resources in our community.

SPEF’s vision is that each and every student in the Stamford Public Schools will graduate high school and enter college, career training or full-time employment ready to succeed. SPEF operates over a dozen programs supporting over 3,600 students representing all 21 of the Stamford Public Schools. SPEF’s programs include:

- College & Career Readiness Programming
- Enrichment Programming
- Family Programming
- Kindergarten Readiness Programming

Program Overview:

The Summer Counselor position will support the 2nd year of the Bridge to College pilot initiative of Stamford Cradle to Career (SC2C). SC2C is a city-wide collaborative partnership focused on ensuring equity and excellence in education for all youth in Stamford so all youth can succeed in education, career, and life.

SC2C is partnering with SPEF, the Stamford Public Schools, Westhill High School RISE Network, local colleges, and other community partners to reduce “Summer Melt.” “Summer Melt” is a phenomenon used to describe graduating high school students who have made a commitment to attend college but end up not transitioning to college in the fall. Summer Melt is even more prevalent for students from a low-and moderate-income background, first generation, and have the greatest need for access to a school counselor.
As a part of this collaboration, SPEF is providing school counselors to support a cohort of students who have been identified as needing additional support throughout the summer to complete the college enrollment process. The Bridge to College pilot is modeled after a national program that has demonstrated success in ensuring more graduating seniors matriculate in college the fall following their spring graduation.

**Position Description:**
Summer Counselors hired for this exciting initiative will be responsible for providing individual and small group counseling services on an as needed basis in support of a cohort of recent high school graduates in Stamford. This includes communicating regularly with pilot initiative partners including Stamford Public Schools, SC2C, local colleges, and other community partner organizations.

**General Responsibilities:**
- Provides comprehensive counseling services to a diverse body of students to support successful enrollment and matriculation to college. This counseling will take place on an individual and small group basis.
- Meeting one-on-one with students in various locations as needed – Stamford Government Center, the library, coffee shops, local colleges, etc. – including ability to travel to these locations.
- Use various modes of communication and technology to communicate with students and colleges including Signal Vine texting service, supporting group text communication and individual responses.
- Assist students in navigating college required enrollment documentation and work with students to meet deadlines. Connecting students to college campus resources as needed.
- Collect and analyze student level data, including maintaining written records of counseling services, including # of contacts with each student, length of interactions, content of support areas needed, etc.
- Provide supportive counseling to students and their families, as needed.
- Collaborate with pilot assessment process to track and analyze both pilot program process effectiveness and program impact, which will include regular (bi-weekly at minimum) meetings
- Coordinating, coaching, and supporting summer intern junior counselors from Western CT University.
- Other duties as assigned by SPEF Senior Program Coordinator

**Required Experience:**
- Demonstrated experience in working with the targeted population of students: high school students, first generation college students
- Understanding of working with diverse student populations
- Understanding of the financial aid/FAFSA process
- Experience with Stamford Public Schools data systems (Naviance, PowerSchool)
- Strong communication skills verbally, and written
- Strong organizational skills
- Evidence of the ability to work cooperatively and collaboratively with staff and partner organizations
- Enthusiasm and commitment to his/her work
- Recommended: multi-lingual, preferably Spanish, and/or demonstrated comfort working with translation services

**How to apply:**
Apply today by emailing your cover letter and resume to Lindsay Wyman, lwyman@spefct.org. Resume and cover letter must be submitted to apply. Applications will be accepted until May 1st, 2020 or until the positions are filled.

The Stamford Public Education Foundation is an equal opportunity employer, in compliance with state and federal statutes, we prohibit any form of unlawful harassment based on race, color, religion, gender, national origin, sexual orientation, age, disability, status as a veteran, or status in any group protected by state or local law where we operate.