

Academic Advisor, College of Social Sciences, Policy, and
Practice
Simmons University

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Posted Jul. 16, 2021, set to expire Oct. 25, 2021

Job Title	Academic Advisor, College of Social Sciences, Policy, and Practice
Department	
Institution	Simmons University Boston, Massachusetts
Date Posted	Jul. 16, 2021
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Social Work
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Job Description

Academic Advisor, College of Social Sciences, Policy, and Practice

Main Campus - Boston, MA

R07626

The Simmons University School of Social Work (SSW) is now accepting applications for an Academic Advisor with responsibility for managing the advising functions for new and enrolled graduate students in the College of Social Sciences, Policy, and Practice (CSSPP) at Simmons University. This includes students in both campus-based and online platforms. The Advisor participates in the planning, implementation and evaluation of the academic advisement program's goals and objectives. This position will start on or after July 1, 2021, subject to the selected candidate's availability. This is a full-

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time position that can be Boston-based or remote, with expectations of availability for campus-based activities as needed.

Simmons University is committed to inclusive excellence in all aspects of an individual's community experience. As a university committed to diversity, equity, and inclusion, Simmons encourages applications from all under-represented groups. Simmons is committed to creating, developing, promoting, and enhancing inclusive hiring practices at all levels, for all positions, ensuring diverse talent pools and the delivery of a consistent positive candidate experience. Simmons is an equal opportunity employer and is committed to continuing to develop a diverse faculty, staff, student body, and curriculum.

Simmons University is a small, highly collegial and dynamic university located in the heart of Boston's world-renowned Longwood Medical Area. Simmons is comprised of an undergraduate liberal arts education program for women and those who identify as women plus professional graduate schools with masters and doctoral programs for all genders, presenting unique and rich opportunities for interdisciplinary research and collaboration. The SSW is part of the College of Social Sciences, Policy, and Practice and offers degrees at the Bachelor's, Master's, and Doctoral levels (BSW, MSW, DSW, PhD).

The Academic Advisor will facilitate student success by defining and implementing strategies that help students fulfill educational goals. The Advisor will monitor degree completion, interpret Simmons School of Social Work policies and procedures, use judgment to provide solutions and resolve student problems. Additionally, the Advisor takes a leadership role in addressing retention and persistence for students. Specifically, the Advisor works more intensively with students admitted under a conditional admissions status and students exhibiting poor academic performance; these are students who are at higher risk for withdrawal, leave of absence and dismissal. The Advisor collaborates with the external partner and the Simmons University registrar to manage data on persistence and retention. The Academic Advisor reports to the Director for Student Support Services and works collaboratively with the University's external partner and has regular contact with their Student Success team, Admissions Counselors, and Field Placement Specialists.

Qualifications: MSW required; LCSW or LCSW-eligible preferred. (Note that this job does not constitute clinical social work and therefore supervision hours towards licensure cannot be earned.)

Required Application Materials: Please submit, as attachments in the Resume/CV section of the application:

* Resume



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- * Cover letter
- * Contact information for and relationship to three references

Salary Grade
S05

Instructions to Applicants: Please upload all applicable application materials (e.g. resume/cv, cover letter, writing sample, teaching philosophy, etc.) in the "Resume/CV" box on page 2 ("My Experience") of this application. Documents can be uploaded individually or as a combined document (e.g. PDF).

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Located in Bostons historic Fenway area, Simmons College is a small, private, non-sectarian College which has educated students for enriching careers and purposeful lives since 1899. Working at Simmons means joining a collaborative, diverse and mission-driven community of educators and professionals.

We prepare students to be leaders for themselves, their communities and the world. Our faculty and staff members lead by example - sharing a commitment to excellence and putting the students first.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact



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