

Alverno College DDEEP Success Coach

Department: Education

Hours per Week: Full-time, 12 months per year position

Alverno College is seeking experienced applicants for a 12-month, full-time DDEEP (Developing Diversity in Exceptional Educator Preparation) Success Coach as part of a new multi-year federally funded grant program. The position will begin in Summer of 2024. The DDEEP Success Coach will support qualified teacher candidate scholars in their progress through Alverno's teacher preparation program for Special Education licensure and as they begin their career as educators.

Founded in 1887 and located in Milwaukee, Wisconsin, Alverno College is a four-year Catholic liberal arts college for undergraduate women sponsored by the School Sisters of St. Francis. The college also offers a robust array of graduate and degree completion programs for women and men. Student learning and personal and professional development are the central focus of everyone in the Alverno College community. As Wisconsin's first designated Hispanic-Serving Institution, Alverno enrolls a highly diverse student body of virtually every demographic and experience. It is an institution that has revered tradition and encouraged innovation for more than 130 years.

Alverno's highly regarded education programs are offered at the traditional undergraduate, paraprofessional to teacher licensure undergraduate, initial licensure graduate and advanced licensure graduate level. Alverno also boasts a nationally recognized education doctoral program.

Enrollment in Alverno College's health, disability, and retirement plans is available to full-time employees and eligible dependents. Tuition, vacation, and sick day benefits are available for employees and qualified dependents after service requirements are fulfilled.

Primary Duties and Responsibilities

The following information is not meant to be all-inclusive. Other duties and responsibilities may be assigned as necessary.

DDEEP Success Coach

- Collaborate with Alverno's highly experienced faculty and professional academic advising teams to coordinate, implement and evaluate the services and activities of the DDEEP grant program;
- Work directly with DDEEP student scholars to support admission, retention, and placement after graduation by facilitating small group sessions that foster a sense of belonging such as hosting regular progress meetings, maintaining academic plans

leading to graduation, connecting scholars with other campus resources, and providing necessary data to the evaluation and advisory teams;

- Advise DDEEP student scholars regarding course selection, understanding their academic progress, planning for field placements, and teacher candidate student teaching;
- Eventually support DDEEP student scholars to identify their first teaching position after graduation; and
- Perform administrative and college responsibilities, including attending meetings, contributing to cross-curricular initiatives, participating in professional development, and mentoring.
- Successful candidates should highlight any specific experiences and expertise related to supporting a diverse and inclusive educational community, including multilingual and disabled students. Willingness to contribute to the College's strategic plan of inclusion is essential.

Qualifications and Education

- Master's degree in education, counseling, college student personnel, higher education administration, student affairs, or related area.
- Minimum of three years of professional experience in at least one of the following:
 - K-12 education
 - Higher Education
 - Non-profit Organizations
- Professional experience with at least one of the following:
 - Goal attainment coaching
 - Supporting youth or adults from minority or first generation populations
 - Coordination or implementation of events and programs
 - Grant implementation and reporting
- Ability to communicate, organize, maintain confidential information
- Ability to respond to teacher candidate and colleague needs in a supportive and timely manner
- Ability to work some evenings and weekends
- Experience in independent and collaborative curriculum development preferred
- Working knowledge of Microsoft Word, Excel, OneNote, PowerPoint, and interactive synchronous communication technologies
- Strong organizational skills
- Excellent written and oral communication skills, including the ability to communicate professionally and in a timely manner

How to Apply

- Apply online at <https://www.alverno.edu/jobs/apply/login.php>.

- Please attach your cover letter, curriculum vita or resume, teaching philosophy statement, and list of references to the online application.

The position remains open until filled. Applications must be received by May 31, 2024, for full consideration.

Alverno College is an Equal Opportunity Employer and committed to workplace diversity.