

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Overview

With College Unbound's deep commitment to Lifelong Learning and the continued growth and development of alumni, we are excited to announce professional development opportunities for the Fall 2024 semester. These opportunities were developed utilizing the 2022-2027 strategic plan and alignment to strategic goal one, which speaks to fostering an environment of lifelong learning and capacity building. Alumni are an integral part of the community and care deeply for the institution's success. The positions outlined for the upcoming semester give alumni a chance to stay connected to the administration, students, faculty, and will open up space for them to continue deepening learning and skill development.

The Alumni Mentor role continues to be a critical component to the cohort experience and the success of our students. Over the past few years, the student and faculty body has grown significantly and we have seen the needs of our community evolve and shift with this growth. One area of need is with our Big 10 support and providing workshops for students to complete and submit their portfolios. Another area is support with our growing TA2BA alum population. As an institution, we also want to support various pathways to employment and be able to provide alumni with concrete feedback that aids them in their effectiveness as an educator and skill development related to their interest.

Below you will find position titles and pages with descriptions for paid opportunities that were developed through our insights about alumni engagement, the impact of alumni presence in the cohort, and the growth expected over the next few years. Each position has the capacity to make \$1250 each semester through a stipend or hourly position during the Fall and Spring Semester. The FY 2024- 2025 part-time Alumni Position titles are:

- Alumni Learning and Engagement Specialist
- Alumni Coordinator-Delaware Valley
- Alumni Coordinator- Rhode Island
- Alumni Mentor
- Big 10 Mentor
- Pathway Navigator- Delaware Valley
- Pathway Navigator- Rhode Island

THERE WILL BE AN INFORMATION SESSION ON AUGUST 6TH 6PM-8PM... MORE DETAILS TO COME!

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdx83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position Title: Alumni Learning and Engagement Specialist

Description: The Alumni Learning and Engagement Specialist works with the Director of Alumni Relations to support tasks related to providing support to alumni and big 10 mentors by meeting one-on-one and leading monthly collaborative spaces for learning and engagement.

Purpose: Supporting cohorts and big 10 development can be critical to student success. Ensuring that Alumni and Big 10 mentors have adequate support and receive timely updates is crucial to their ability to be successful in their roles.

Considerations:

- Possess a desire to create an inclusive and equitable learning environment. A collaborative approach to curriculum planning and agenda creation
- A patient and supportive approach to assisting alumni as they transition from student to mentor
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position works to prepare alumni to be considered for training to become lab faculty, hone in on their facilitation skills, and can align with your passions and interests.

Responsibilities:

- Facilitating monthly mentor gatherings on Cohort nights
- Supporting alumni and big 10 mentors
- Collaborating with Director of Alumni Relations on training and development
- Supporting overall engagement
- Reflection Requirement- submitting reflection components in a timely manner

Compensation: \$25 an hour. 5 hrs a week. 32 weeks total. (Fall/Spring)

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdx83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position title: Alumni Coordinator Delaware Valley

Description: This position is dedicated to serving alumni within a specific region, focusing on organizing and curating events that foster engagement and strengthen connections to the CU Community. The role involves creating inspiring experiences that maintain and enhance alumni involvement and loyalty.

Purpose: Currently, Rhode Island and Delaware Valley are our largest hubs where alumni reside. This position is designed to ensure that engagement is possible regardless of location and will encourage the alumni community to take charge of building community in their regions and nationally.

Considerations:

- The ability to plan organize and work independently
- A patient and supportive approach to assisting alumni and understanding their needs and visions
- Commitment to building virtual and physical experiences
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position prepares alumni for positions in recruitment and admissions

Responsibilities

- Collaborating with alumni to plan events and learning opportunities
- Creating virtual and physical events for the alumni community
- Working with Director of Alumni Relations to implement and ensure fidelity
- Reflection Requirement- submitting reflection components in a timely manner

Compensation: \$25 an hour. 5 hrs a week. 32 weeks total. (Fall/Spring)

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdxe83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position title: Alumni Coordinator- Rhode Island

Description: This position is dedicated to serving alumni within a specific region, focusing on organizing and curating events that foster engagement and strengthen connections to the CU Community. The role involves creating inspiring experiences that maintain and enhance alumni involvement and loyalty.

Purpose: Currently, Rhode Island and Delaware Valley are our largest hubs where alumni reside. This position is designed to ensure that engagement is possible regardless of location and will encourage the alumni community to take charge of building community in their regions and nationally.

Considerations:

- The ability to plan organize and work independently
- A patient and supportive approach to assisting alumni and understanding their needs and visions
- Commitment to building virtual and physical experiences
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position prepares alumni for positions in recruitment and admissions

Responsibilities

- Collaborating with alumni to plan events and learning opportunities
- Creating virtual and physical events for the alumni community
- Working with Director of Alumni Relations to implement and ensure fidelity
- Reflection Requirement- submitting reflection components in a timely manner

Compensation: \$25 an hour. 5 hrs a week. 32 weeks total. (Fall/Spring)

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdx83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position Title: Alumni Mentor

Description: The role of the Alumni mentor is to provide support to students and lab faculty in the Workplace and World Lab on a weekly basis. This role works primarily with lab faculty in their first year of leading a cohort.

Purpose: This role helps to ensure that new students have a constant visual representation of themselves as a CU Graduate in their first year. In this role, the mentor supports the lab faculty in deepening their understanding of the CU curriculum and providing concrete examples from their personal experiences to aid in student success and comprehension.

Considerations:

- Possess a desire to create an inclusive and equitable learning environment. A collaborative approach to curriculum planning and agenda creation with Lab Faculty
- A patient and supportive approach to assisting adult learners as they adapt to the academic environment
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position works to prepare alumni to be considered for training to become lab faculty and hone in on their facilitation skills.

Responsibilities:

- Attending assigned cohort meetings weekly
- Attending bi-weekly mentor gatherings on cohort night
- Facilitating conversations around big 10 and student success
- Collaborating with the lab faculty
- Reflection Requirement- submitting reflection components in a timely manner

Form of Pay: Stipend of \$1250 per semester. (Approx. 50hrs)

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdxe83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position Title: Big 10 Mentor

Description: This role collaborates with multiple cohorts to provide Big 10 supports and to help communicate updates on the submission process. This role primarily focuses on cohorts in their second year.

Purpose: Student support remains even more important as students move closer to the finish line. In this role, the Big 10 Mentor provides support to the lab faculty by leading Big 10 workshops over the semester during a cohort meeting. This allows for students in the cohort to know who their Big 10 Mentor is and make the necessary connections for their success.

Considerations:

- The ability to adapt your mentoring approach to the specific needs and goals of each student.
- A patient and supportive approach to assisting adult learners as they adapt to the academic environment.
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position works to prepare alumni to be considered for training to teach Learning from Experience at College Unbound

Responsibilities:

- Conducting Big 10 Workshops (One hour- 20 minute presentation, 40min independent/group check-ins/work) in assigned cohorts
- Attending meeting with the Learning in Public Office regarding updates/content for workshops
- Providing support to students and lab faculty through office hours
- Reflection Requirement- submitting reflection components in a timely manner

Estimated Time for the semester: 40hr= 16 hours in class workshops, 16hrs office hours, 8hr workshop prep-time

Form of pay: stipend of \$1250

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdxe83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position Title: Pathway Navigator- Delaware Valley

Description: The role of the pathway navigator is to work closely with the Director of Educator Transformation and Director of Alumni relations to support alums and students who are connected to the TA2BA program to build community, support career development and learning goals.

Purpose: The TA2BA program aims to not only support students, but has a strong commitment to the continued learning and engagement of alum who are certified teachers and for those who are working toward certification.

Considerations:

- The ability to adapt your mentoring approach to the specific needs and goals of alumni
- A patient and supportive approach to assisting adult learners as they navigate the academic environment.
- Commitment to building community and supporting transformational teachers
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position works to prepare alumni to be considered for training to teach Learning from Experience at College Unbound

Responsibilities:

- Organizing and facilitating gatherings
- Collaborating with the Director of Educator Transformation and Director of Alumni to communicate and support community development initiatives
- Providing support to TA2BA alum as needed
- Reflection Requirement- submitting reflection components in a timely manner

Estimated Time for the semester: 40hr= 16 hours in class workshops, 16hrs office hours, 8hr workshop prep-time

Form of pay: stipend of \$1250 per semester

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdx83ahyRDf6>

COLLEGE UNBOUND

115 Cedar Street • Providence, RI 02903 • www.collegeunbound.edu • 401.752.2640

Alumni Professional Development at CU Fall 2024- Spring 2025

Position Title: Pathway Navigator- Rhode Island

Description: The role of the pathway navigator is to work closely with the Director of Educator Transformation and Director of Alumni relations to support alums and students who are connected to the TA2BA program to build community, support career development and learning goals.

Purpose: The TA2BA program aims to not only support students, but has a strong commitment to the continued learning and engagement of alum who are certified teachers and for those who are working toward certification.

Considerations:

- The ability to adapt your mentoring approach to the specific needs and goals of alumni
- A patient and supportive approach to assisting adult learners as they navigate the academic environment.
- Commitment to building community and supporting transformational teachers
- Cultural Congruence- a deep understanding of diverse experiences and challenges
- This position works to prepare alumni to be considered for training to teach Learning from Experience at College Unbound

Responsibilities:

- Organizing and facilitating gatherings
- Collaborating with the Director of Educator Transformation and Director of Alumni to communicate and support community development initiatives
- Providing support to TA2BA alum as needed
- Reflection Requirement- submitting reflection components in a timely manner

Estimated Time for the semester: 40hr= 16 hours in class workshops, 16hrs office hours, 8hr workshop prep-time

Form of pay: stipend of \$1250 per semester

To apply for the Fall 2024 Professional Development Opportunities, use this link:

<https://forms.gle/o14Zwdx83ahyRDf6>