

Advisor College Credit Plus (CCP)

Are you passionate about guiding young learners as they take their very first steps into higher education? If so, this might be the perfect role for you. CCP gives motivated students in grades 7–12 the chance to earn both high school and college credit at the same time—jump-starting their futures. As a Success Coach, you'll be the go-to guide for these students, providing academic advising, encouragement, and resources to keep them on track and thriving..

In this role, you'll:

- Recruit and advise a caseload of CCP students, guiding them through both high school graduation requirements and long-term college/career goals.
- Coach students to develop self-advocacy, academic success skills, and confidence navigating college expectations.
- Build strong partnerships with students, families, and high school counselors.
- Lead presentations, orientations, and outreach activities to connect students with resources and opportunities.
- Travel to partner schools and represent NC State at community events.

Specific Responsibilities (include but are not limited to):

College Credit Plus Program Recruitment and Academic Advising

- Recruit for CCP program and advise for a designated caseload of students, through proactive outreach, support, and education, fostering a solutions-focused environment.
- Develop a rapport of trust and approachability/accessibility with students. Ensure accurate advice and quality support, contributing to persistence and a positive student experience.
- Coordinate a case management approach for students and intentional outreach; providing holistic intrusive advising, evaluation of academic progress with course completion, recommending actions related to academic alerts, probation and dismissal.
- Assist students with developing short- and long-term educational goals as CCP students; considering fulfillment of high school graduation and long-term college and career goals.
- Maintain awareness of legislative regulation of CCP program; serve as a bridge, connecting students and families to state-developed resources and requirements when needed.
- Educate students and families on navigating college, planning for credit transfer, and identifying a pathway to completion for attainment of their goals.
- Support student needs with sound equity and inclusion practices for student success.
- Support CCP Student Orientation for campus- and online-based students; preparing students for the responsibilities of college and acclimating to the campus or online environment; assessing needs and connecting students with appropriate resources; identifying opportunities for students to engage with the college and fellow students.
- Coach CCP students on developing self-advocacy and success skills for college, and communication with college faculty, staff and administration; acting as a liaison when appropriate.

- Serve as a point of contact for, and communicate with, high school counselors regarding CCP student enrollment and academic progress; demonstrating an approach of partnership and service.
- Travel off-campus to partner high schools as needed for academic advising and support of high school-based CCP students; support engagement programming for high school-based CCP students.
- Conduct presentations at NC State College during informational meetings held on-campus and off-campus at various Ohio high schools.
- Support partner school districts with Accuplacer testing needs.
- Collaborate with other departments for the purposes of CCP student and local program needs, within state reporting requirements.

Department Support

- Participate on College committees and attend College meetings as appropriate, with supervisor approval
- Participate in professional development workshops, meetings, conferences and training; staying current with College policies, procedures, and advising
- Make presentations to various groups, as needed

What We're Looking For:

Education: Bachelor's degree in Education, Psychology, Social Work, or a related field.

Experience: Academic advising, student counseling, or career coaching experience preferred.

Why You'll Love Working Here:

North Central State College is more than just a workplace—it's a community. We offer a supportive environment, opportunities for growth, and a generous benefits package that includes:

- Competitive pay
- Medical, dental, and vision insurance with low deductibles
- Employer contributions to retirement (14% for SERS, 10.15% for ARP)
- College-paid life and long-term disability insurance
- Generous time off:
 - 160 hours vacation
 - 120 hours of sick time/year
 - 16 hours of personal time/year
 - 12 holidays + 2 additional College-paid days/year
- Free tuition at NCSC for employees, spouses, and dependents
- Tuition reimbursement for education outside NCSC

Application Review Begins: September 10, 2025

Position open until filled (Posted August 27, 2025)

Ready to Join Us?

Submit your resume and cover letter at:

👉 www.ncstatecollege.edu/jobs

Or send to:

North Central State College

Attn: Human Resources
2441 Kenwood Circle
Mansfield, OH 44906