

**POSITION NOTICE
BIG SPRING SITE**

POSITION: Student Success Advisor / Veteran Affairs Specialist #587

NOTE: OFFICIAL TRANSCRIPTS AS WELL AS ANY OTHER DOCUMENTS DISCLOSING CREDENTIALS PERTAINING TO THIS POSITION WILL BE REQUIRED. WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK.

EXPERIENCE AND OTHER

QUALIFICATIONS REQUIRED: Bachelor's degree required or specialized training. Additional education will be recognized. Five (5) years related experience preferred. Must be willing to work with a diverse population. Experience in community college / high school advising or student personnel services preferred as well as teaching, coaching, or student affairs. Ability to operate a personal computer and other common office equipment and software.

DESCRIPTION OF JOB DUTIES: Responsible for guiding students through academic planning, educational goal setting, and career pathway alignment to promote student success, persistence, and program completion. Provides comprehensive academic advising while utilizing relevant data to assess advising effectiveness, enhance student outcomes, and improve student satisfaction. Assists students in developing individualized academic plans and connects them with appropriate campus resources to support their educational and career goals. For a complete list of job duties please refer to the job description, available from the Human Resources office.

SALARY RANGE: \$46,572 - \$51,974

POSITION AVAILABLE: Immediately

TO APPLY: Complete online application and attach materials at:
<https://howardcollege.edu/careers/>

POSTED: August 3, 2026