

Joanna Cadv Aquilar

Education

Master of Education in College Student Services Administration
Oregon State University, Corvallis, OR, June 1999

Bachelor of Arts in Sociology
Humboldt State University, Arcata, CA, May 1997

Career Summary

Higher education-focused experience in and appreciation for graduation counseling, career development, and student leadership programs supporting the addition of staff and college-based advising centers. Collaborated with committees and work groups dedicated to foster student success.

Experience

California State University, East Bay, Hayward, CA

Academic and Career Counselor Coordinator, January 2011-Present

Interim Academic and Career Counselor Coordinator, October 2010-January 2011
Academic Advising and Career Education (ACE)

- Confidently serve as lead counselor and working supervisor for a professional counseling staff of 17 and manage counselors' activities to ensure that advising and career services are up-to-date and accessible for students

- Research, resolve, and respond to challenging student situations; review and reconcile records to successfully petition acceptable courses for general education and graduation in the Records and General Education Offices; and redefine and

- develop advising processes for incoming freshmen and transfer students

- Develop, implement, and lead workshops combining general academic advising and career counseling theories and practices with

- include colleagues with expertise in specific programs and populations

- Effectively collaborate with Admissions, other advising offices, academic departments

- Coordinate with the Records Office to improve collaboration and application for academic records and procedures to ensure students' successful progress towards graduation by serving as an

- active key member on campus-wide committees and work groups

- Assist the Office Manager/Event Coordinator and Employer Relations Coordinator with

- organizing and conducting campus-wide social events, including

- employers, faculty, staff, alumni, and current students

- ACE partner to the Assistant Manager for Student Life and Leadership

- and Orientation Coordinator in coordinating and planning of academic

- advising sessions and creation and update of the New Transfer Student

- summer orientation

- and course handbook

Joanna Cady Aguilar

Academic and Career Counselor, July 2009-January 2011
Academic Advising and Career Education

- Provided advising for new and current students regarding current undergraduate student records systems to provide an educational experience that meets the needs of students.
- Advised students on academic probation and disqualification, graduation, and University policies.
- Served as lead advisor for students in Program for Accelerated College Education (PACE), managing an active caseload of over 250 working students; also advised them with records in major areas.