



## Illinois Student Assistance Commission Corps

### Help Make College a Reality for Students Across Illinois!

For over sixty years, students have been a top priority at the Illinois Student Assistance Commission (ISAC). Our steadfast commitment to college completion is reflected in our mission of making college accessible and affordable for all Illinois students.

ISAC is currently recruiting for the 2018-19 Corps, with a start date of June 2018. The agency has several job openings in its Corps for recent college graduates interested in working with middle and high school students and their parents as they navigate the college going process, especially for students who will be the first in their family to go to college and/or are from low-income households. The Corps program provides a unique opportunity for recent college graduates to gain work experience in a variety of education settings and help make a difference in the lives of students. The focus of the Corps is to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. As a result of their work, Corps members have presented at state and national conferences, transitioned to graduate school, and moved on to other exciting positions within education.

#### Job Duties

- Provide accurate, complete, and sensitive counsel to students facing academic, financial, and social barriers to higher education
- Deliver quality presentations to middle and high school student and their parents.
- Represent ISAC at college fairs, financial aid nights, conferences, and college preparation events in a variety of settings including the classroom
- Promote programs and services offered by ISAC to communities throughout the state
- Provide technically proficient, yet easily accessible advice and information to the parents of potentially college-bound students on the college admission and financial aid application process

#### Location

Corps members are placed in community college districts to work with select middle schools or high schools throughout the district - please see the attached map for listed districts. ISAC is currently recruiting for every region of the state.

Please note that ISAC is unable to cover relocation expenses.

*It is the policy of ISAC to provide equal employment opportunities without regard to race, creed, color, religion, national origin, ancestry, age, sex, marital status, disability, or any other non-merit factor including but not limited to, sexual orientation.*



### Requirements

- Bachelor's degree required. For candidates that have not yet earned a bachelor's degree, contracts will be contingent on graduating prior to the start date. As a program of near-peer mentors, we are looking for candidates who graduated high school during or after 2012.
- Excellent written and communication skills
- Passion for working with students pursuing a college credential, especially low-income and first-generation college students
- Proficient in Microsoft Office
- Pass a background check
- We ask that selected candidates commit to two years to the Corps

### Compensation/Benefits

- \$25,000 annual salary
- Five weeks paid vacation (three weeks are predetermined)
- 12 paid sick days
- 12 paid holidays
- Tuition waiver at select public Illinois universities

### How to apply

Please submit a cover letter and resume to <https://recruiter.isac.org/>

Candidates selected for an interview will be asked to give a 5-minute presentation on the topic of their choice. No audio/visual equipment will be provided for the presentation.

If you have any questions about the ISACorps program and the available positions, contact Tonya Polk, Manager, ISACorps Recruitment at [ISAC.CorporpsPositions@illinois.gov](mailto:ISAC.CorporpsPositions@illinois.gov)  
The potential candidate will start upon completion of background check.

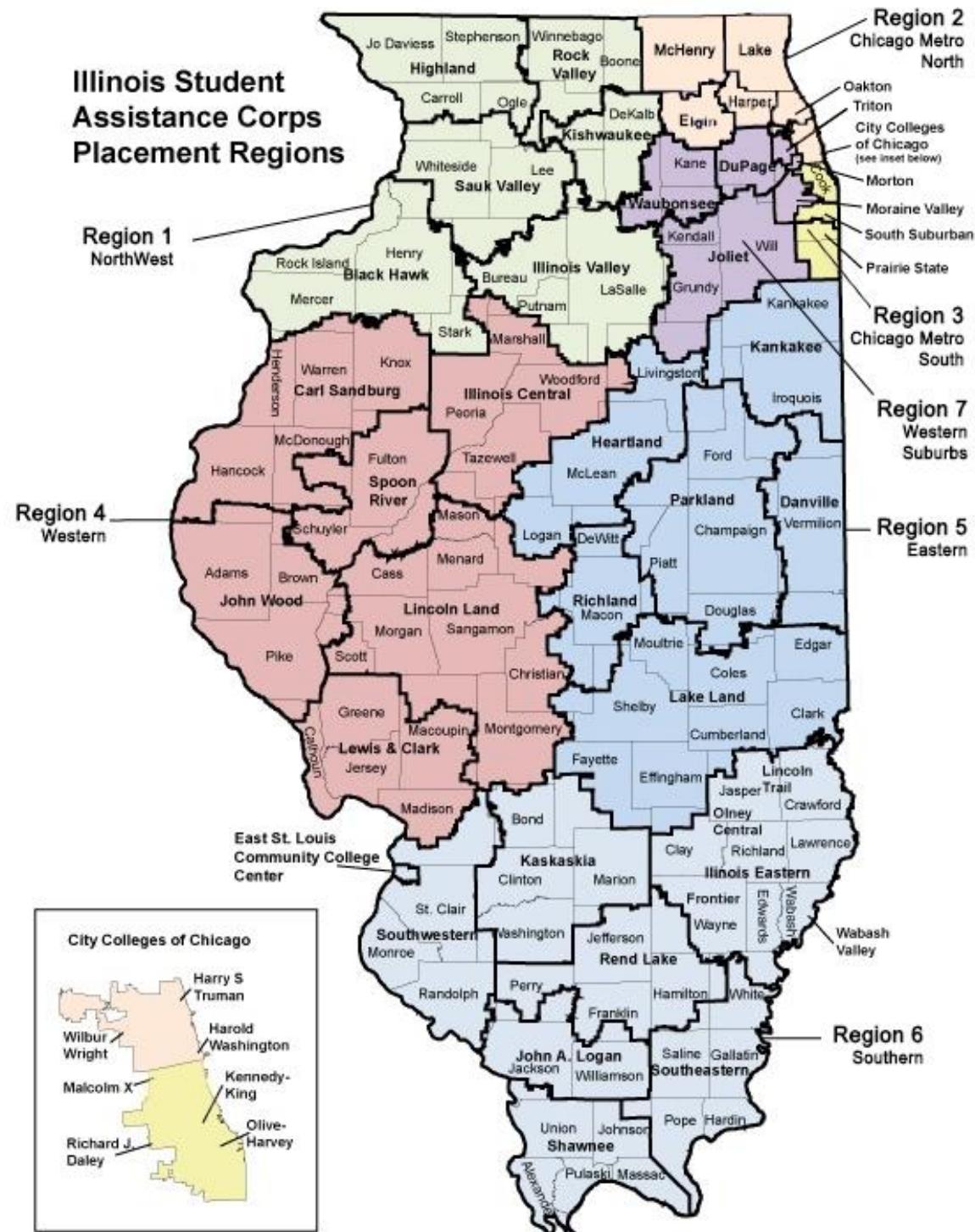
### For more information

Additional information on the ISACorps can be found at <http://www.isac.org/students/before-college/isacorps/>.

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