**College Access and Student Success Graduate Assistantship**

The Boston University [Wheelock College of Education’s College Access and Student Success](http://www.bu.edu/wheelock/research-action/college-access-student-success/) (CASS) programs provides direct service to underrepresented students across the K-16 spectrum with the goal of having students ready for, enrolling in, and graduating from postsecondary education. The term underrepresented includes but is not limited to students who are low-income and/or first-generation to attend college.

**Eligibility Requirements**: All applicants must:

1. Be an entering or current Boston University graduate student in the Wheelock College of Education & Human Development, School of Social Work, or similar program. Priority is given to Wheelock applicants.
2. Possess strong oral and written communication skills
3. Be committed to working with urban youth

Other preferred qualifications:

1. Experience with undergraduate and precollege outreach initiatives, especially those focused on supporting underrepresented students
2. Experience with program administration and management
3. Knowledge of Boston and the Boston Public Schools

**Primary Responsibilities:**The Graduate Coordinator will work closely with the executive director of College Access and Student Success and is responsible for supporting the implementation and evaluation of CASS projects and initiatives.  These responsibilities include:

1. Assist with events and workshops for College Access and Student Success undergraduate students.
2. Assist in planning and provide supporting logistics for programming with Boston Public Schools.
3. Assist in planning and provide supporting logistics for campus visits from local schools and partner organizations. The purpose of these visits is to promote college access.
4. Assistant with the evaluation of projects and initiatives run by the College Access and Student Success office.

**Weekly Time Commitment:**15 hours per week from September 2, 2025 to April 24, 2026 including occasional weekends

**Compensation:**This is a paid position.  Compensation for the 2025-26 school year is $10,500.

**Application Process and Deadline:** Interested applicants should submit a resume and cover letter to Michael Dennehy, Executive Director. The cover letter should address, in part, the applicant’s interest in college access, leadership and management experience, and vision for working with underserved populations. Please submit a cover letter and resume to: Michael Dennehy, Executive Director, College Access and Student Success, Two Silber Way, Room 441, Boston, MA 02215 or mdennehy@bu.edu

**Contact Info for Supervisor:**Michael Dennehy, Executive Director, College Access and Student Success, Two Silber Way, Room 441, Boston, MA 02215 or mdennehy@bu.edu