



New Mexico Military Institute Employment Opportunity

Academic Counselor

New Mexico Military Institute (NMMI) is accepting applications to fill the position of Academic Counselor. NMMI is a state-supported, co-educational college preparatory high school and junior college, complete with Junior and Senior ROTC programs. With a Corps of Cadets numbering up to 1000 young men and women, NMMI provides an accredited college preparatory curriculum on the high school level. The junior college prepares graduating cadets for transfer to senior colleges. Since 1909, NMMI has been recognized as a Distinguished Military School. Academic Counselors help students understand their abilities, interests, talents, and personality characteristics so that they can develop realistic academic, post-secondary and career options. Academic Counselors are responsible for providing educational guidance and assistance for cadets by planning schedules, recommending courses and determining appropriate education solutions. They also advise college readiness, time management, majors, admissions requirements, entrance exams and financial aid. They assist students in making positive social life choices, and to understand and deal with behavioral and personal issues and refer cadets as necessary. Academic Counselors also provide activities to meet the needs of the assigned cadets, consult with teachers, staff and parents to enhance their effectiveness, and provide support to other high school educational programs. Minimum Qualifications: Bachelor's degree required with condition that Master's Degree and School Counselor Certification be acquired within five years. Master's degree in counseling preferred. This is a full time position, 12 months per year. Competitive Salary DOE \$40,000.00 - \$47,000.00 DOE. Excellent benefits available. Applicants must supply a completed NMMI application, letter of interest, three letters of recommendation, academic transcripts and résumé. Applications are available at Lusk Hall, NMMI, or on the NMMI website at: <https://www.nmmi.edu/human-resources/employment-opportunities/>, and will be accepted by the Human Resources Office, 101 W. College Blvd., Roswell, NM 88201-5173 until position is filled. New Mexico Military Institute is an Equal Opportunity Employer.