

Academic Liaison

National higher education association seeks an academic liaison for the GoArmyEd project within Servicemembers Opportunity Colleges (SOC), a federally funded contract located in Washington, DC. Incumbent will: coordinate and communicate academic program requirements and curriculum information with faculty and college administrators of participating colleges and universities; facilitate the timely delivery of academic data between academic institutions and the technology integrator; create, produce, and review academic degree plans in established data format; and track and monitor institutional reporting requirements.

Required Qualifications:

- Master's degree in adult education, counseling, or related field or equivalent combination of academic credentials with higher education work experience.
- Knowledge of post-secondary curricular matters
- Strong computer skills, particularly with spreadsheets and word processing; and
- Strong oral and written communication skills

Prior academic advising or higher education administrative experience and/or experience in military education desirable.

Salary: Low to mid \$50s. Full-time position with potential for continued employment.

Apply by August 15th to:

Servicemembers Opportunity Colleges (SOC)
American Association of State Colleges and Universities (AASCU)
<http://www.soc.aascu.org/>
1307 New York Avenue, NW, 5th Floor
Washington, DC 20005-4701
fax: 202-667-0622
e-mail: hr@aascu.org

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