

Juilliard

First-Year Experience Coach

General Description

First-Year Experience Coaches work with incoming first-year, first-time students over the summer and throughout the fall semester to assist in their successful transition to life at Juilliard. FYE Coaches work over the summer to provide guidance, support, and mentorship to assigned sections of incoming first-year students and facilitate virtual community-building activities and opportunities related to the Juilliard Thrives Well-Being dimensions (Community, Career, Social, Physical, Emotional, Financial). During the fall semester, FYE Coaches assist with the overall implementation of the First-Year Experience Course, a required 1-credit course for all first-time college students. FYE Coaches work with an assigned faculty mentor to facilitate group activities and discussions. The course is designed to introduce students to the Juilliard community and fundamental resources designed to support their personal growth and artistry. FYE Coaches will develop meaningful relationships with students, gain practical mentorship experience, receive specialized training in order to carry-out duties successfully, and develop a more holistic understanding of their own unique mentorship style.

Reports to:

This position has a dual reporting structure to the Office of Residence Life and the Office of Student Affairs.

Primary Responsibilities

Summer:

- Assist new students during the summer before their transition to orientation and life on campus.
- Adhere to the summer coaching timeline, successfully facilitating activities and community-building opportunities for student group members.
- Schedule ongoing opportunities for virtual community-building among coaching cohort.
- Facilitate small group discussions (either through zoom or canvas discussion board) around pre-specified and organic transition topics.
- Maintain weekly communication with group members.
- Attend bi-weekly group check-in meetings with supervisors.
- Read and respond to all correspondence in a timely manner.
- Create an inclusive environment for all incoming students, respecting and celebrating the differences of group members.
- Encourage interactions within the coaching group.
- Facilitate social connections and form effective partnerships with fellow coaches and professional staff.
- Promote full participation in the orientation, residential, and FYE course activities for first-year students.

- Complete all virtual trainings and workshops by established deadlines as required by the Office of Residence Life and Office of Student Affairs.

Fall Semester:

- Attend all First-Year Experience Course-related training sessions, meetings, and events (coach meetings, school performances, follow-up meetings).
- Meet with faculty/staff facilitator and FYE group every Wednesday from 2:00-3:00 p.m. EST for the fall semester.
- Lead the First-Year Experience class at least once during the semester.
- Meet with faculty/staff facilitator as necessary to plan weekly group sessions.
- Advise first-time college students on transitional issues and school-related concerns.
- Refer students to appropriate support offices, administrative staff or faculty for assistance or guidance as needed.
- Develop a supportive and encouraging relationship with group members.
- Assist the course coordinators with implementing large group sessions (outreach and service panel, studio sessions, guest speakers).
- Provide overall administrative support for the course and course coordinators.
- Other duties as assigned.

Note: The First-Year Experience Coach is a new position for the 2021-2022 year. The position combines the former Colloquium Peer Mentor and the Community Coach roles.

Qualifications:

- Full-time enrolled College Division student in good standing.
- Ability to work collaboratively with others.
- Knowledgeable about student services at Juilliard.
- Comfortable leading discussions in small group settings.

Compensation:

To Be Announced