

# Joanna Cadv Aquilar

## Education

Master of Education in College Student Services Administration  
Oregon State University, Corvallis, OR, June 1999

Bachelor of Arts in Sociology  
Humboldt State University, Arcata, CA, May 1997

## Career Summary

Higher education-focused experience in and appreciation for graduation counseling, career development, and student leadership programs supporting the addition of staff and college-based advising centers. Collaborated with committees and work groups dedicated to foster student success.

## Experience

California State University, East Bay, Hayward, CA

Academic and Career Counselor Coordinator, January 2011-Present

Interim Academic and Career Counselor Coordinator, October 2010-January 2011  
Academic Advising and Career Education (ACE)

- Confidently serve as lead counselor and working supervisor for a professional counseling staff of 17 and manage counselors' activities to ensure that advising and career services are up-to-date and accessible for students

- Research, resolve, and respond to challenging student situations; review and reconcile records to successfully petition acceptable courses for general education and graduation in the Records and General Education Offices; and redefine and

- develop advising processes for incoming freshmen and transfer students

- Develop, implement, and lead workshops combining general academic advising and career counseling theories and practices with

- include colleagues with expertise in specific programs and populations

- Effectively collaborate with Admissions, other advising offices, academic departments

- Coordinate with the Records Office to improve collaboration and application for academic policies and procedures to ensure students' successful progress towards graduation by serving as an

- active key member on campus-wide committees and work groups

- Assist the Office Manager/Event Coordinator and Employer Relations Coordinator with

- organizing and conducting campus-wide social events, including

- employers, faculty, staff, alumni, and current students

- ACE partner to the Assistant Manager for Student Life and Leadership and Orientation Coordinator in coordinating and planning of academic

- advising sessions and creation and update of the New Transfer Student

- summer orientation

- and update of the New Transfer Student

- and update of the New Transfer Student

- and update of the New Transfer Student

# Joanna Cady Aguilar

Academic and Career Counselor, July 2009-January 2011  
*Academic Advising and Career Education*

- Provided advising for new and current students regarding current undergraduate student records systems to provide an educational experience that meets the needs of students.
- Advised students on academic probation and disqualification, graduation, and University policies.
- Served as lead advisor for students in Program for Accelerated College Education (PACE), managing an active caseload of over 250 working students; also advised them with records in major areas.