

# ÜSKÜDAR AMERICAN ACADEMY

## Senior College Counselor



Üsküdar American Academy, founded in 1876, is one of the leading private schools in Turkey. We offer the Turkish national curriculum and the International Baccalaureate Diploma Programme (IBDP). The school is highly selective and prides itself on its world-class academic outcomes.

Üsküdar American Academy is looking for candidates for a Senior College Counseling position in our International College Counseling Office.

### Required Qualifications & Experience:

- B.A. / B.S. Degree required; Master's degree preferred
- A minimum of 5 years (+5 preferred) of experience in college counseling or related field
- Excellent communication and interpersonal skills: English and Turkish preferred, English required
- Demonstrated ability to effectively develop, plan and manage all matters related to the international university preparation process in the US, UK, Canada, Europe, and anglophone universities in other locations
- Demonstrated ability in IT and use of university planning / management systems, UAA utilises Cialfo
- Prior experience working with the students with an international profile ex IB DP and/or AP program
- Flexible with a growth mindset and eager to learn and take on new responsibilities
- Positive and outgoing, with an engaging, collaborative personality, and the ability to model professionalism
- Effective interpersonal and communication skills in establishing constructive relationships
- A confident public speaker capable of delivering presentations to large stakeholder groups
- Ability to work independently and maintain self-discipline and should have strong team-oriented skills

**Interested individuals who meet the necessary qualifications are kindly requested to submit their application via email to**

**'[peopleandculturedept@my.uaa.k12.tr](mailto:peopleandculturedept@my.uaa.k12.tr)' before April 4, 2025.**

**We appreciate your attention to this matter and thank you for considering this opportunity.**

*Aligned with the recommendations of the International Task Force on Child Protection, UAA holds itself to the highest standards of effective recruiting practices with specific attention to child protection.*

*Teachers at SEV/American Schools model the SEV Foundation's code of ethics and values, the 'United Nations Rights of the Child' charter, and the Council of International Schools Accreditation standards on Child Protection.*

*Our institution's primary concern is to provide education for students in a safe environment.*

*The candidate, by applying to this position, acknowledges, accepts, and declares:*

- *never to have committed any crime related to child abuse,*
- *never to have been accused of and/or engaged in any action that would qualify as child abuse,*
- *abuse, never to have taken part in such a crime and/or assisted in hiding such facts.*