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Brooke Morrison

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Professional Summary

Motivated Academic Advisor with extensive knowledge of the education system career paths and testing standards. Exceptional communicator with advanced problem-solving skills. Dependable organized and calm under pressure.

Qualifications

- Effectively work with parents
- Able to motivate students
- Innovative planner
- School improvement committee background
- Goal setting expertise
- Essay writing technique development
- Performance assessments
- Effective listening
- Analytical nature
- Team player

Experience

Academic Advisor
University of Southern California

5/1/2010 - Current
New Cityland, CA

- Monitor case load of students and intervene with at-risk individuals.
- Facilitate student decision-making and foster individual accountability.
- Give information on career options major requirements and university rules.
- Guide students through course steps including registration.
- Oversee individual educational goals and help each student stay on track.

Academic Advisor
New Cityland Community College

11/1/2006 - 4/1/2010
New Cityland, CA

- Worked with incoming freshmen to acclimate each to college life and develop course plans.
- Explained university offerings and course requirements.
- Assisted students in picking majors and meeting necessary minimums.
- Provided information on career resources to higher-level students.
- Mentored three new academic advisors.

Academic Advisor
Bach High School

8/1/2004 - 10/1/2006
New Cityland, CA

- Studied school programs course offerings and records to develop accurate student plans.
- Met one-on-one with students to assess desires and needs.
- Coordinated vocational and college-preparatory course plans.
- Helped students develop essay-writing abilities to complete college applications.

Education

Bachelor of Science - Sociology
New Cityland Community College

2004
New Cityland, CA

Affiliations

National Academic Advising Association Member 2000-Present

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