

322 King Avenue  
Cutler, Ohio 45724  
September 2, 2013

Selection Committee, Academic Advisor  
University College  
140 Chubb Hall

Athens, OH 45701

Dear Selection Committee:

It is with great excitement and enthusiasm I submit my application packet for the Academic Advisor position in University College. My skills, my unique experiences, and my passion are in line with the qualifications for this position.

As an Ohio University alumna, former LINKS participant and counselor, and former Ohio University Learning Community academic advisor, I have first hand knowledge of the importance of mentor and advising relationships at Ohio University. I understand the importance of the learning experiences outside the classroom.

In my current position I have the opportunity to work with a diverse population. I am an academic advisor, a faculty member, and an active member on a number of committees. As the primary advisor to students testing into two or more developmental classes, I understand the importance of setting a rapport with students. I also understand that advising is more than scheduling classes. Students need the opportunity to discuss their strengths and weaknesses to determine appropriate academic and career paths. I am often the contact person for students who need referrals to other areas of the institution. I work with students to choose majors that fit their skills. I often communicate with parents who come to advising sessions with students. I inform them of FERPA regulations and encourage them see their students as adults. As a member of the college wide Curriculum Committee, I review the college's curricular changes and offer input. As Coordinator of

Developmental Education, I am able to make the curricular, administrative, budgetary, and educational decisions to positively affect the needs of our students. I also represent Developmental Education at New Student Orientation. As a member of the institution's Social Justice Committee, I have been a part of the planning and implementation of activities such as: Colonel Charles McGee speaking about his experience as a Tuskegee Airman; Alan Johnson speaking about White privilege and elements of his book *Privilege, Power, and Difference*; Dwayne Steward discussing his essay in *It Gets Better: Coming Out, Overcoming Bullying, and Creating a Life Worth Living*; Martin Luther King, Jr. commemorations, and various others. Whether working with students, faculty, or administrators, the needs of students remain in the forefront.

Given the opportunity, my experience as an academic advisor, faculty member and student affairs professional would be an excellent fit to further the vision and mission of the Academic Advisor position. I completed the Appreciative Advising online course and plan to complete the requirements for certification.

I welcome the opportunity to speak with you further about my experiences and how they could further the position of Academic Advisor at Ohio University. I look forward to hearing from you.

Sincerely,

*Lisa Flowers-Clements*

Lisa Flowers-Clements