

Academic Advisor

Summary:

The Academic Advisor is responsible for providing educational guidance and assistance and it is suggested that an advisor advise no more than 3 students at a time. It is expected that the advisor will advise the student(s) for 2-3 years of the student's enrollment in the UUMS Ministerial Studies and Ministerial Preparation programs. The Academic Advisor serves as a liaison between the student, instructors, administrators, and other UUMS student support personnel in determining appropriate education solutions.

Qualifications:

The UUMS Academic Advisor should be an alumnus of the Unity Urban Ministerial School (UUMS) and an ordained Unity minister in good standing with Unity Worldwide Ministries (UWM). The Advisor must agree to comply with all policies set out by UUMS and UWM.

Responsibilities:

- Familiar with the most up to date UUMS student handbook and requirements for the UWM ordination path.
- Periodically reviews with students their academic and ordination status.
- Aware of student's ministerial goals and help identify specific needs.
- Be available for check-in with students two weeks before the start of the next term's classes and at the end of the first week to help students decide which classes to take and to determine if a class needs to be dropped.
- Willing to work with a student's mentor in offering support when and where needed.