Mary Lou Fulton College for Teaching and Learning Innovation
Arizona State University

Academic Success Advisor, Teacher Preparation (Job Requisition ID: JR128616)

Department Statement	ASU's Mary Lou Fulton College for Teaching and Learning Innovation creates knowledge, mobilizes people, and takes action to improve education. Nationally recognized as a leader in teacher preparation, leadership development and scholarly research, Mary Lou Fulton College for Teaching and Learning Innovation prepares over 8,000 educators annually. MLFC faculty create knowledge by drawing from a wide range of academic disciplines to gain insight into important questions about the process of learning, the practice of teaching and the effects of education policy. MLFC mobilizes people through bachelor's, master's and doctoral degree programs, through non-degree professional development programs and through socially embedded, multilateral community engagement. MLFC takes action by bringing people and ideas together to increase the capabilities of individual educators and the performance of education systems. Aligned with ASU's charter, MLFC is committed to advancing inclusive excellence in our curricula, programming and institutional relationships.
Time Type	Full-Time
Max Pay	$52,000
Job Description	**Salary Range:** $46,300 - $52,000 per year; DOE ASU's Mary Lou Fulton College for Teaching and Learning Innovation (MLFC) seeks a collaborative, student-centered Academic Success Advisor who is passionate about helping learners navigate their educational journey and achieve their academic, professional, and personal goals. At MLFC, advising extends beyond course selection and degree planning. Academic Success Advisors serve as trusted partners who connect students to the people, resources, experiences, and opportunities that support persistence, belonging, and career readiness. This position serves as part of a superteam, a multidisciplinary team organized around student populations and academic pathways to provide coordinated, student-centered support. Advisors work as part of an integrated team that shares responsibility for student success and leverages the collective expertise of colleagues across advising, student support, career development, field experiences, enrollment services, and academic programs. Mary Lou Fulton College for Teaching and Learning Innovation operates on both the Tempe and West Valley campuses. This position is primarily located at **West Valley campus**, however, travel to the other ASU campuses is required on occasion. Campus assignment will be confirmed at time of employment based on the needs of the department and the candidate.

Essential Duties	• Advise education majors, including students pursuing multiple majors, minors, graduate programs and certificates, in both campus immersion and online modalities. • Build meaningful relationships with students and serve as a trusted guide throughout their educational journey. • Serve as part of a multidisciplinary superteam, to provide holistic academic advising support for students, working collaboratively with student support, care coordination, workforce, and operational partners. • Provide student-centered guidance throughout the academic planning, goal setting, and career exploration. • Utilize degree tracking tools, Salesforce, Advisor Portal, and other reporting systems to monitor student academic progress, document student interest and feedback, and support timely progress toward degree completion. • Respond to student questions and concerns; work with students to resolve issues, promote satisfaction with their program, and support successful progress to completion. • Utilize data, technology, and predictive indicators to identify opportunities for proactive outreach and intervention. • Partner in the planning and delivery of welcome events, academic advising updates, training sessions, new student experiences, and retention-focused initiatives. • Work closely and collaboratively with supervisors, faculty, staff, university administrators, and superteam partners to implement policies, practices, and coordinated workflows in support of college, department, and university goals. • Assist students in navigating university policies, academic requirements, and institutional processes. • Serve as an advocate for students while balancing institutional policies and academic expectations. • Promote a culture of accountability, inclusion, innovation, authenticity, and care in all interactions. • Work collegially across the university to facilitate comprehensive student support and contribute to shared accountability for student outcomes.
Desired Qualifications	• Evidence of a master's degree in Student Affairs, Education, Counseling or closely related field • At least one (1) year previous experience in advising, teaching in the college/university environment, recruitment, or student services • Knowledge of evidence-based academic advising principles and practices. • Knowledge of ASU's academic structure, programs, policies, and student support resources. • Demonstrated commitment to student-centered service and supporting a diverse student population. • Experience assessing student needs, providing appropriate guidance, and making referrals to campus resources. • Demonstrated interpersonal, communication, and presentation skills, with the ability to build effective relationships with students, faculty, staff, and university partners.

	• Demonstrated leadership, collaboration, and teamwork skills. • Experience adapting to changing priorities, technologies, policies, and processes in a fast-paced environment. • Experience coordinating and prioritizing multiple responsibilities independently and collaboratively. • Proficiency with Microsoft Office, videoconferencing platforms, internet-based research tools, and student information systems such as PeopleSoft, DARS, iPOS, Salesforce, dashboards, or similar case management systems.
Working Environment	• Activities are performed in an environmentally controlled office setting and involve extended periods of sitting, keyboarding, and use of a computer mouse. • Position may require travel between campus locations or buildings for meetings or job-related tasks. • Regular activities require the ability to manage and adjust to changing priorities, including handling time-sensitive tasks and resolving conflicts. • MLFC supports flexible work options for certain positions, such as alternate work schedules and hybrid remote arrangements, subject to approvals per ASU policy.
Minimum Qualifications	Bachelor's degree; OR, Any equivalent combination of experience and/or training from which comparable knowledge, skills and abilities have been achieved.
Location	Campus: West Valley
Funding	This is a not grant funded position and is not contingent on future grant funding
Posting End Date	November 6, 2026
Instructions to Apply	***Current Employees and Students should apply directly within Workday using the Jobs Hub. Use this link and log in using SSO:*** To be considered, your application must include all of the following attachments: • Cover letter • Resume/CV Note: Multiple documents can be submitted into the attachment box. Alternatively, merge all documents into one PDF for submission. Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position. Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position. NOTE: GA and Intern positions are counted as .5 for job experience (ie. 1 year equals 6 months experience equivalency). Only electronic applications are accepted for this position. **Need help finding the right job?** We can recommend jobs specifically for you! Create a custom Job Alert by selecting criteria that suit your career interests. Apply before midnight Arizona time on the day before the 'End Date' shown on the top right of this job posting.
ASU Statement	**ASU Statement** Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities it serves. Its research is

	inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 100,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe. ASU is a tobacco-free university. For details visit https://wellness.asu.edu/explore-wellness/body/alcohol-and-drugs/tobacco Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other basis protected by law. **Notice of Availability of the ASU Annual Security and Fire Safety Report** In compliance with federal law, ASU prepares an annual report on campus security and fire safety programs and resources. ASU's Annual Security and Fire Safety Report is available online at https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf. You may request a hard copy of the report by contacting the ASU Police Department at 480-965-3456. Relocation Assistance – For information about schools, housing child resources, neighborhoods, hospitals, community events, and taxes, visit https://cfo.asu.edu/az-resources.
Employment Verification	ASU conducts pre-employment screening which may include verification of work history, academic credentials, licenses, and certifications.
Background Check Statement	ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications. Employment is contingent upon successful passing of the background check.
Fingerprint Check Statement	This position is considered safety/security sensitive and will include a fingerprint check. Employment is contingent upon successful passing of the fingerprint check.