

JOB POSTING REQUEST FORM

Job Details

Reference #	CP-460-2021
Company Name	SetOut
Industry	Education
Vacancy	Student's Experience Counselor
Job Type (<i>FT, PT, Contractual, Seasonal</i>)	FT
Major(s)	English or humanities majors
Degree	Bachelor's
Years of Experience	2-5
Location	Antelias
Remuneration & Benefits	NSSF
Tasks & Responsibilities	<p>The Student's Experience Counselor ensures that the student's (and family's) experience is very positive with SetOut. The counselor is responsible to make sure the student is attending classes, participating actively, doing homework, and making progress in the course.</p> <p>Duties</p> <ul style="list-style-type: none"> • Meet the student and family to offer consultation and direct them to the right course. • Follow up in every step of the course with the student and parent regarding the student's attendance, homework, class participation, and practice tests' progress. • Discuss any sloppiness problems or behavioral issues with parents. • Make sure all course records are up to date and complete. • Follow up to make sure evaluations are filled out. • Track scores after official tests. • Cross selling opportunities.