

Hai R. Ed

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EDUCATION

Loyola Marymount University <i>Master of Arts Candidate, Higher Education Administration</i>	Los Angeles, CA May 2024
Colgate University <i>Bachelor of Arts, English</i>	Hamilton, NY April 2022

PROFESSIONAL EXPERIENCE

Loyola Marymount University <i>Senior Admission Counselor – Southeast US, Colorado and New Mexico</i>	Los Angeles, CA 2019 – Present
<ul style="list-style-type: none">• Manage campus wide visit programs with over 4,500 total guests (Open House and Preview Day)• Co-direct the campus tour program which includes the hiring, training and supervision of 45 campus tour guides• Evaluate and recommend candidates for admission with a caseload of ~1,000• Manage the Davis Scholarship, which guarantees full tuition for 10 underrepresented students from Santa Fe, NM• Conduct information sessions, interviews and workshops for prospective freshman and transfer students• Advise families on financial aid applications and liaise between prospective families and the Financial Aid Office	

Noble University <i>Student Engagement Coordinator</i>	Newton, CA 2019
<ul style="list-style-type: none">• Created and provided informational materials and education presentations to students• Monitored and evaluated the learning progress of all students as required• Established and maintained positive relationships with all Student Services departments and students• Developed department learning outcomes and the assessment tool used to determine the results of each initiative• Interpreted and adhered to government and institutional policies applicable to Student Engagement• Coordinated trainings to staff and faculty on engagement trends and best practices among competitor institutions	

Hampton University <i>Admission Counselor</i>	Hampton, VA 2017 – 2019
<ul style="list-style-type: none">• Conducted information sessions, interviews, and admission workshops for high school administrators• Evaluated and recommended candidates for admission and presented their qualifications to deciding committee• Designed and supervised the inaugural Counselor Tour and JumpStart Program• Coordinated the Ambassador Program, where local Hampton students recruited at their high schools• Advised student groups and supervised individual student leaders on budget and events• Provided career coaching and general counsel to students, families and staff as requested• Represented the University at national and regional college fairs to recruit prospective students	

HONORS & AWARDS

Lynne C. Dennis Memorial Scholarship in English
First in Family Scholarship Recipient
LMU, Dean's List
Colgate University, Honor Roll

PROFESSIONAL AFFILIATIONS

National Association of Student Personnel Administrators
American College Personnel Association
Minorities in Higher Education Consortium
Southern California Higher Education Network, Co-Chair