SUMMER 2026 ACADEMIC ADVISOR

Mission: REACH Prep provides access to transformative educational experiences that empower underserved, high-achieving students to graduate from top colleges and emerge as the next generation of leaders.

Prep Academy Summer Academic Advisor

REACH Prep seeks applicants who are passionate about expanding educational opportunities for underserved students. The Summer Academic Advisor will play a teaching, advisory, and administrative role at our Prep Academy program for the youngest scholars: rising fifth and sixth graders. As a member of our hardworking team, this position will be directly involved in preparing highly talented and motivated students for independent schools and ultimately college graduation. This internship is suited for someone who cares deeply about education and wants to make a tangible and positive difference in the lives of children.

Prep Academy Advisors are responsible for a variety of tasks and projects including the following:

- Teaching an advisory curriculum based on the academic and social needs of students
- Creating thoughtful, engaging, and age-appropriate activities for the scholars
- Collaborating with Prep Academy faculty in a challenging and supportive environment
- Actively participating in weekly faculty meetings to discuss scholar progress with REACH Prep's CEO, the Director of Prep Academy, teachers, and fellow advisors
- Clerical/administrative tasks
- Supervising scholars during academic and free periods (recess, lunch)
- Classroom management

Qualifications & Eligibility:

- Currently enrolled in college or graduate school
- Strong academic record and excellent writing skills
- Strong work ethic and exceptional communication and organizational skills
- Flexible, ready to take initiative, and equipped to problem solve
- Spanish fluency is a plus
- Applicants with technology skills are desired (e.g. familiarity with Chromebooks, Google Suite, Google Classroom, SmartBoards, and video editing applications)

Schedule: June 22-August 5, 2026, Monday to Friday from 7:15 a.m. - 4:15 p.m.
Stipend: $3000-$4000 based on experience.
Location: Sacred Heart-Greenwich, Greenwich, CT
Transportation: Advisors must be able to provide their own transportation to and from Sacred Heart-Greenwich.

Application & Deadline

Please submit the following electronically to Amanda Amiano, Assistant Director of Prep Academy, at aamiano@reachprep.org: cover letter, resume, and a letter of recommendation from either a recent professor or professional contact.

The application deadline is February 28, 2026.