

# Tania Vargas

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## EDUCATION

**University of North Carolina at Chapel Hill** – Chapel Hill, NC May 2019  
**Bachelor of Arts in Romance Languages**, Minor in Education, Minor in Latina/o Studies  
**Honors:** *Covenant Scholar, Buckley Public Service Scholar, Robert E. Bryan Fellowship, Dean's List 2019*

**Universidad Complutense de Madrid** – Madrid, ES February 2018 – June 2018  
**Grado en Español: Lengua y Literatura**  
**Honors:** *Erasmus + Scholar*

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## EXPERIENCE

**North Carolina State University** – Raleigh, NC December 2020 – Present  
*Admissions Counselor*

- Counsel prospective students by providing information about the University and its programs of study, admission standards, policies, and procedures.
- Review academic credentials of first year applicants to make appropriate decisions regarding admissibility to the University.
- Assist with office operations and administrative duties daily including but not limited to answering phone calls, greeting campus visitors, and responding to email inquiries.
- Conduct virtual information sessions each week for prospective students and their parents.

**Carolina College Advising Corps** – Lenoir, NC July 2019 – June 2020  
*College Adviser*

- Advised approximately 1,600 students in grades 9-12 at Hibriten High School and West Caldwell High School as they navigate the college application, admissions, and financial aid processes to increase college application submission and subsequent enrollment.
- Collaborated with guidance counselors, school staff, and administration in the college-going process by assisting with bilingual parent nights to discuss college entrance requirements and other topics related to career/college readiness.
- Facilitated workshops that focus on personal and professional development and provided the resources and tools necessary to thrive after high school.
- Collected and reported bi-weekly data through the software tracker, GRACE (Getting Results and Creating Equity), for tracking key performance indicators, quantifying adviser impact, and establishing strategic goals to manage caseload.

**NC Scholars Latino Initiative (LatinxED)** – Chapel Hill, NC August 2016 – May 2019  
*Parent Engagement Coordinator (August 2017 – May 2019)*  
*Parent Engagement Assistant (August 2016 – May 2017)*

- Planned and executed workshops and community building activities in Spanish for 30+ Latina/o parents of participating high school students to establish the fundamental skills, mindsets, and community necessary to support their student's future endeavors.
  - Assisted in counseling parents and their students in regards to the entire college application process, selection, admission procedures, and financial aid process.
  - Cultivated and maintained positive relationships with parents using social media platforms to communicate with them outside of bi-weekly gatherings.
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## SKILLS

- Languages: Proficient in speaking, writing, and understanding **Spanish**
- Technology: **Microsoft Word, Powerpoint, Excel, Facebook, Twitter, Instagram, LinkedIn, Slate.org, Canva**