



## ADVISORY COMMITTEE ON STUDENT FINANCIAL ASSISTANCE



### ANNOUNCEMENT

The Advisory Committee on Student Financial Assistance is an independent and bipartisan federal committee created by Congress under the Higher Education Amendments of 1986 to advise Congress and the Secretary of Education on student aid and higher education policy. The primary purpose of the Committee is to make recommendations that will maintain and increase access to postsecondary education for low- and moderate-income students.

Given its expanded charges, over the next several months the Advisory Committee may be seeking individuals – staff and/or consultants – to support the Committee’s priorities and objectives, specifically in relation to the Committee’s new study of higher education regulations. This three-year study will report on the feasibility of streamlining higher education regulations, in particular those that impact student financial assistance and the cost of receiving a postsecondary education.

#### Tasks and Activities

These individuals may be expected to perform any of the following tasks:

- Assist with and conduct congressionally requested studies
- Develop background papers and analyses on issues related to Committee studies
- Communicate with members of the higher education community, including congressional staff, institutional leaders, and federal and state policymakers
- Assist in the planning and preparation of all Committee meetings and hearings
- Work with other staff in the development of current Committee reports and projects
- Represent the Advisory Committee by attending and presenting at local and national meetings
- Gain in-depth knowledge of student aid programs, need analysis, aid application and delivery processes, and monitor and evaluate these issues on an ongoing basis

#### Minimum Qualifications:

- At least a master’s degree in a related discipline
- Proven communication skills—both written and oral
- Interest in educational policy, higher education regulations, financial aid, and college access and persistence

#### Preferred Additional Qualifications:

- Strong project management skills
- Strong research and analytic skills
- Familiarity with statistics and statistical software packages
- Understanding of the federal legislative and regulatory processes
- Knowledge of federal, state, and institutional need-based student aid programs
- A demonstrated willingness to work in a team environment
- Background in education policy, particularly policies related to access and financial aid

To be considered, once the Committee’s needs are determined, please send resume and cover letter to:

**Tracy D. Jones, Search Coordinator**  
[tracy.deanna.jones@ed.gov](mailto:tracy.deanna.jones@ed.gov)

**NO PHONE CALLS PLEASE.**

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