

Alumni Advisor Program
March/April 2015

FEA Advisor: Your challenges and successes abroad are crucial learning tools for new scholars. When we select scholars for an award to assist in their travels abroad, they will be faced with new and exciting obstacles; finding housing, retrieving scholarship dollars, overcoming language anxiety, and finding the best spot for a traditional cultural meal.

We're inviting you to volunteer as an advisor to these new scholars. We will pair you with a current scholar set to travel to a location familiar to you, and open the doors of communication. They will be eager to ask questions and hear your tricks and tips pre-departure.

Logistics:

1. FEA Assistant Director to pair alumni with current scholars – will share via individual emails – cc each
2. Alumni to email current scholars – cc Assistant Director, Olivia Moore (omoore@fundforeducationabroad.org)
 - a. “Hi! My name is [name] and I was an FEA scholar in [study abroad period]. I hear you're going to [destination]! I really enjoyed my time there, and am excited to work with you before your trip.
 - b. As your advisor, I am your resource - I am happy to share a list of my favorite restaurants, give you advice on housing, or share some general study abroad advice.
 - c. Do you have a few minutes for a brief call in the next few weeks? I am available [insert three one-hour blocks]. If one of those blocks work for you, let me know how best to reach you. I look forward to speaking with you!”
3. If you do not receive an email response from the student, please try again within seven (7) days of your first attempt. If you still do not hear from them, contact FEA and complete the google form indicating your attempt: <http://goo.gl/forms/DE9f7tBHLb>
4. Phone call
 - a. Should last 10-15 minutes
 - b. Introduce yourself
 - c. Give students an overview of your experience (when you went, program, basic facts)
 - d. Encourage students to ask questions – culture, language, logistics (housing, transportation), culture shock etc.
 - e. Feel free to share your restaurant suggestions, tips for travel etc.
 - f. Thank them for their time, encourage them to stay in touch, and share your email address
5. FEA Follow-up
 - a. Whether you spoke to the student or not, please complete this Google form with any feedback: <http://goo.gl/forms/DE9f7tBHLb>
6. Communication after the call
 - a. All students are different—they may contact you frequently, or infrequently. You may not hear from them again until their plans firm up, maybe not until they're abroad, or at all! Don't worry if you only talk once. Simply encourage them to think of you as a resource.
 - b. If ever you receive a question from the scholar that you're not sure how to answer, redirect them to us by copying fea@fundforeducationabroad.org. We have a professional Advisor network that can support you and the scholar.
 - c. At any time, email fea@fundforeducationabroad.org with questions.