

# SENIOR COLLEGE COUNSELOR SEARCH

**KD COLLEGE PREP**

Dallas-Fort Worth Metroplex

[kdcollegeprep.com](http://kdcollegeprep.com)



**Carney  
Sandoe**  
& ASSOCIATES

[CARNEYSANDOE.COM](http://CARNEYSANDOE.COM)



Established  
1992



Students served  
82,000+



States represented  
40



National Merit semifinalists  
since 2002  
3,590+



Percentage of KD students  
admitted to top 3 college choices  
97%

## Overview

Founded in 1992 by Karen and David Dillard, KD College Prep started as a test prep organization. Karen began her career as a teacher, and her perspective as an educator alongside the team's supportive and relational values, abilities, and commitment to each student has been the foundation of KD College Prep's success. Over the course of 30 years, KD College Prep has served over 82,000 students and offers support to students in four locations in the Dallas-Fort Worth area (Coppell, Flower Mound, Frisco, and Plano) as well as virtually. KD College Prep's college counseling program evolved as students and their families, appreciative of KD College Prep's philosophy and support around testing, began requesting support for the college search and application processes.

KD College Prep's [college counseling program](#) is guided by the idea that "college admissions isn't a game to be won—it's a fit to be found." The heart of the program is the [Advantage Program](#) which is grounded in small group sessions for students and their parents. [Pinnacle Sessions](#), one to one counseling sessions, and [Essay Boot Camps](#), six hours of guidance over the course of three days, complement the Advantage Program and may also serve as stand-alone programs. Members of the KD College Prep team belong to the National Association for College Admission Counseling (NACAC), Texas Association for College Admission Counseling (TACAC), and Independent Educational Consultants Association (IECA) and attend conferences and other professional development programs. They have hosted college fairs and partnered with local school districts, colleges and universities, Colleges that Change Lives, and DFW Admissions Regional Network (DARN) to provide free information sessions for their students and families, as well as the general public.

The KD College Prep team seeks a Senior College Counselor to serve as a leader in the Pinnacle program, collaborate in the ongoing development of the overall college counseling program, and provide college counseling and college admission expertise for the organization. This is a full-time, salaried position with benefits. Ideal candidates would reside in the Dallas-Fort Worth area, but the team is very open to candidates who live elsewhere. The team seeks candidates with significant college counseling and/or college admission experience, a highly collaborative workstyle, willingness to regularly work late afternoons, evenings, and weekends to accommodate the availability of students and parents, and a genuine enjoyment of working with teenagers and their families.



While KD College Prep’s reach is broad and expansive, at heart, it is truly a family business with only 42 full-time employees. Karen and David Dillard built and grew the organization with a servant leadership mindset and practice, and they consistently demonstrate tremendous care for their students, colleagues, and community. Many on the leadership team are long-serving employees who began working as teachers or advisors and found opportunities to grow professionally. The KD College Prep work culture is one of joy, appreciation, curiosity, collaboration, and fun, as well as commitment to working hard and working smart.

## Priorities, Opportunities, and Challenges

### **Engage in direct work with students and families.**

The Senior College Counselor will serve as the primary college counselor working with the firm’s Pinnacle students and partner with colleagues in advancing the Advantage program.

**Grow and advance the existing College Counseling Services.** While the team takes significant pride in what they’ve built and delivered, they – like all at KD College Prep – see opportunities for continuous growth and improvement. In this next stage of the college counseling program’s development, the Senior College Counselor has the opportunity to partner with other members of the leadership and college counseling teams to advance the Advantage and Pinnacle programs and develop new programs to serve the needs of KD College Prep’s students and families. This work will include creating a comprehensive curriculum for each, even as the programs grow in size.

## Testimonials

“ Working with KD was incredible! I truly enjoyed how experienced the [advisors] were and how deeply they cared about their students. I would recommend KD and especially their college prep plan to everyone who is looking to get professional college admissions advice! ”

- Ananya A., Student

“ My wife and I wanted to thank you profusely for working with [our daughter]. She picked Texas A&M, and we are all delighted with the decision. We have visited the college a couple of times and feel it was the right choice for us... We appreciate your patience with her. She could not have gotten here without your help. ”

- Arun K., Parent

“ [I wanted] help with writing essays and getting into my dream colleges. [I was most concerned with] keeping up with everything I have to do and meeting all the deadlines. The constant and honest feedback about my essays regardless is what I really appreciated. There was a time when writing essays just clicked, and it was much easier after that. ”

- Neha C., Student



# Testimonials

“ The college counseling team was super patient and honest about the work I was submitting. I know for a lot of kids, it’s hard to articulate who you are through 250-300 words. It was definitely a struggle, and I think college counseling helped me so much with finding a way to do that well enough. I’m pretty sure that is what got me into Stanford, if I had to say it was one thing. ”

” - Blaine W., Student



“ Both of my sons have been guided by KD College Prep [college counselor] on their journey to finding the right college for them, and we could not have had a better experience and outcome. My oldest son is now a rising junior at the University of Miami, and my youngest son is an incoming freshman at Vanderbilt University. [KD’s] help in navigating the complicated college landscape and finding the BEST FIT for my two sons is what has made this resource invaluable. ”

- Julio M., Parent

**Lead professional growth for KD College Prep’s staff directly and indirectly connected to its College Counseling Program.** In support of the program’s quality and size, the Senior College Counselor will be tasked with growing the skill and knowledge of the college counseling team and other client-facing staff members across the company’s four locations. In time, the team will need to grow, and the Senior College Counselor will have a crucial role in hiring, onboarding, and incorporating additional staff into the team.

**Engage in direct work with students and families.** Even as they lead the program and people development, the Senior College Counselor will work directly with students and families in both college counseling programs. They will deliver aspects of the Advantage curriculum and be the primary college counselor working with the firm’s Pinnacle students.

**Embrace and embody KD College Prep’s leadership philosophy and contribute to the positive organizational culture.** The leadership team, known internally as The Support Team, has long ascribed to a servant leadership philosophy and practice, widely seen within the company as key to its exceptionally positive organizational culture. The Senior College Counselor will need to align to this leadership model and approach their work with their team and clients accordingly.



## Qualifications and Personal Attributes

The ideal candidate is:

- A student-centered educator at heart, able to see and celebrate the potential of every student.
- Well versed in the college admission landscape with significant experience in college counseling and/or college admission.
- Experienced and committed to working with students who have a wide range of college goals and diverse skill sets and backgrounds.
- Able to partner effectively and thoughtfully with parents and guardians, including setting respectful boundaries as needed.
- Emotionally intelligent, energetic, hardworking, good humored, collaborative, empathetic, collegial, adaptable, and confident.
- Intrinsically motivated and able to effectively manage an unconventional and dynamic schedule that includes work on weekends and in the evenings.
- Comfortable and able to use a range of communication resources, technical tools, and online meeting platforms to conduct meetings and maintain relationships with students and their families and enhance the planning experience.
- A team-oriented colleague with an eagerness and willingness to learn with and from others and to share their knowledge and ideas generously.
- A dynamic, engaging, and informative speaker.

The ideal candidate has:

- Several years of college counseling and/or college admission experience with expansive knowledge about colleges and universities and a thorough understanding of the college search and application processes.
- Excellent organizational and time management skills.
- Exceptional interpersonal and communication skills: a close and thoughtful listener, a compelling and articulate speaker, an excellent writer, and a sense of when and how to best deliver information.
- Integrity and understanding of appropriate relationships with students, parents, and colleagues.
- A growth mindset.
- Commitment to professional development and growth.
- A creative and entrepreneurial mindset with an eye on how to expand and improve programs to best support students as well as the organization.



## Learn More

Click on the links below to learn more about KD College Prep.

[KD College Prep Website](#)

[Get to Know KD College Prep  
\(watch the Celebrating 30 years video!\)](#)

[College Counseling Program](#)

[How To Fall In Love With  
The Right College](#)

[Test Prep](#)

[Locations](#)



## To Apply

Interested and qualified candidates are invited to contact the consultants in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current résumé;
- A writing sample that might be a blog post, article, broad communication to students and/or their families, or other community communication;
- A list of five professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

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