

COMPLETE COLLEGE AMERICA

NEXT

Change starts here.

2025

ANNUAL CONVENING

Nov. 17-19, 2025 ▶ Baltimore, MD



Volunteer Opportunity: Conference Assistant

Are you a college student looking to gain valuable experience while supporting higher education initiatives? Complete College America is seeking enthusiastic student volunteers for our upcoming annual convening in Baltimore.

Who We're Looking For

- **Current college students** attending institutions in the Baltimore, MD area
- Students majoring in Marketing, Hospitality, Business Administration, Communications, Public Relations, Visual Arts/Graphic Design, or Digital Media
- Individuals with strong communication skills and a passion for higher education
- Team players who are detail-oriented and adaptable

Volunteer Responsibilities

- Attendee Registration & Check-In
- Audiovisual Support & Room Setup
- Directional Assistance and Runner
- Event/Session Setup
- Event/Session Breakdown
- Event/Session Support
- Executive Leadership Support
- Room Attendance Count
- Session Timekeeper
- Social Media Coverage and Event Documentation
- Special Receptions and Sessions
- Support Exhibitors and Sponsors

Benefits

- Networking opportunities with higher education professionals
- Professional development experience
- Insight into conference planning and execution
- Community service hours & letter of completion
- Conference meals provided during volunteer shifts

Time Commitment

- Virtual Training session(s): October 20-24, 2025
- Minimum commitment of two 4-hour shifts during the conference. Travel and preparation time will be calculated in hours of service.
- Conference dates: November 17-19, 2025
 - **Opportunities for pre convening assistance November 15 & 16.**

How to Apply

Please submit your resume and a brief statement explaining why you're interested in volunteering with Complete College America to events@completecollege.org by September 22, 2025. [Interest Form](#)

For questions or additional information, please contact our Volunteer Coordinator, Monica White at events@completecollege.org.

Complete College America is dedicated to closing achievement gaps and increasing college completion rates. Join us in our mission to help more students succeed!