

I am a native of Arlington, Texas, who currently resides in the Dallas-Fort Worth area with his beautiful, supportive wife, Michelle. I have over 8 years of experience in serving my communities through post-secondary education advocacy, collegiate preparation, and retention. I strive to enrich the student experience through working with cross-functional teams, providing mentorship, and community outreach.

My leadership involvement in my fraternal brotherhood, Lambda Theta Phi Latin Fraternity Inc., motivated me to begin my higher education professional career at Texas Wesleyan University as a recruiter & TRIO UBMS coordinator. I created a male mentorship program called TXWES TRIO Boys to Men Leadership Program with a colleague. Due to its success and impact, we presented about the program and its teenage male mental health panel at the annual Texas TRIO Conference in 2021. This program still thrives today and actually motivated the creation of the Girls Talk program for TRIO female participants.

In transitioning to Dallas College, I served as a Dallas Promise (DP) Scholarship case manager in which I was able to implement multiple initiatives that still positively impact the overall DP student experience today. In collaboration with cross-functional departments, I helped lead the first series of Dallas Promise Open Houses which assisted incoming DP freshmen through the enrollment funnel and connected them to various resources. In my current role as TRIO SSS coordinator, I have increased student participation by building the programmatic communication, structure of our workshops, and university field trips. In addition, I have been successful in the coordination of several conferences that aim to assist current students & collegiate alumni in collegiate enrollment, retention, leadership, and professional development. I am currently coordinating the Mountain View Student Development Conference for Dallas College TRIO students & mentees from the Kappa League program of Kappa Alpha Psi fraternity Inc.

With my extensive experience, ideas, and passions, I hope to advance the foundation of the New Student Orientation and impact the overall student experience at the University of Houston Downtown & its nearby communities.

Steven M. Samaniego

EDUCATION

The University of Texas at Arlington
Bachelor of Science in Exercise Science

Arlington, TX
May 2014

PROFESSIONAL EXPERIENCE

TRIO SSS Program Coordinator, Dallas College
July 2024-Current

- Responsible for the planning, coordination and implementation of programs utilizing a variety of resources provided by Dallas College and its nearby communities
- Designs, directs, schedules, trains and offers seminars/workshops regarding college access, college success, financial aid, financial literacy, career exploration and test preparation.
- Researches and compiles statistical, narrative, financial, and demographic data for regular and special reports to track program participation, recruitment effectiveness, student follow-up, retention and transfer rates, etc., related to an assigned student population caseload.
- Builds and maintain collaborative working relationships with internal/external stakeholders
- Participates in recruitment activities
- Monitors specific budget allocations, including grant budgets.
- Assists in the solicitation of grant funds to further extend services to the student population served.

Dallas Promise & Rising Star Case Manager, Dallas College
Oct.2021-July 2024

- Make sure caseload of current Dallas Promise (DP) & Rising Star (RS) scholars are in compliance with scholarship in order to assure retention
- Input caseload services into CRMs such as Salesforce and Navigate
- Assist students with completing FAFSA/TASFA
- Mentor/guide caseload while building relationships with them
- Lead department field trip committee in planning collegiate campus tours
- Build, maintain, and collaborate with other Dallas College departments in order to serve DP/RS students
- Build, maintain, and collaborate with university partners in order to serve DP/RS students
- Assist caseload with Dallas Promise and admission transfer processes
- Communicate with students regarding compliance, Dallas College opportunities, and services
- Assist with the planning and execution of departmental and overall college events
- Recruit for Rising Star scholarship program via in person/virtual presentations
- Partake in nearby community events
- Train fellow case managers on policies and procedures related to serving DP/RS students

TRIO Upward Bound Math & Science Coordinator, Texas Wesleyan University
December 2017-Oct 2021

- Research and implement career/college exploration program (Xello/Career Cruising) for TRIO programs at university
- Maintain professional relationships and communication with faculty/staff/administration at HS(s) and partnering org(s) to support students

- Recruit, interview, and onboard prospective students into program
- Assess program effectiveness
- Build outside partnerships from universities and community programs to serve students in college/career information/mentorship
- Manage students' stipends
- Assure programming is following grant protocols, regulations, and objectives
- Academically advise students
- Input and assist in maintaining communication with TRIO UB/UBMS alumni
- Assist students with college admissions process
- Coordinate and lead students in workshops with the following topics: career exploration, college exploration, life skills/personal growth, and etc. to prepare them for life and college after HS
- Schedule and lead students on educational trips
- Input data into record keeping/CRM system to track student caseload
- Manage program social media outlets
- Partake in university Diversity and Inclusion council & Hispanic Heritage Committee
- Collaborate with other university departments for program and university needs
- Co-Coordinate and facilitate the TRIO Boys II Men Leadership Program
- Participate in the TX TRIO Association in order to assist students, programs, and TRIO mission overall

Enrollment Counselor

June 2016-Dec. 2017

Admissions, Texas Wesleyan University

- Recruit prospective freshman and transfer students
- Assist department with Hispanic Serving Institute Initiatives (HSI)
- Act as the G-Force coordinator for the campus in which I supervised student workers
- Poly HS Speak Up Scholarship Liaison
- Make calls to potential recruits
- Communicate with potential recruits utilizing texting system
- Update data into CRM system in maintaining documentation of contact with recruits
- Advise prospective students in educational plans and majors that will most benefit them
- Assist and participate in outreach and mentoring programs such as Upward Bound , MANO, and Big Brothers Big Sisters Mentor 2.0
- Participate and advise at Career Success Day at Everman High School along with Frost Bank community representatives
- Evaluate prospective student applications
- Assist high school administrations in financial aid education and various events
- Connect Texas Wesleyan with outreach and mentoring programs like MANO

Skills

- Passion to develop & maintain relationships with organizations and individuals
- Great verbal and customer service skills
- Ability to adapt to changing work environments
- Quick Learner
- High level of comfort in talking to diverse genders, ethnicities, and ages of prospective students/audiences
- Passion for Community outreach and service especially in at risk populations
- Belief in thinking outside the box and away from norms
- Passion to recruit and present information to audience that relates to higher education & professional development
- Advocate of mentoring and networking