

High School Counselor

JobID: 15723

Position Type:

Student Support Services/Guidance Counselor



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Date Posted:

4/11/2022

Location:

Metro Early College High School

Date Available:

08/11/2022

Closing Date:

08/01/2022

Title:

High School Counselor-Senior Class

Minimum Qualifications:

School Counselor License (270200)

Preferred Selection Criteria:

Candidates for this position have a strong school counseling background and are committed to building strong relationships with students. This individual is knowledgeable about the college application process and will support Seniors in completing and submitting applications to the colleges of their choice.

- Demonstrate a working knowledge of current trends, best practices and innovations related to a comprehensive school counseling program and student support system
- Experience working with high school aged students and the ability to easily build rapport with students
- Demonstrate a working knowledge and/or have experience with scheduling, character education, social emotional learning, career exploration and foster other opportunities for student support & growth

Responsibilities and Essential Functions:

- Implements developmentally appropriate and prevention-oriented group activities to meet student needs and school goals.
- Incorporates into their programs the life skills that students need to be successful in the twenty-first century.
- Assists all students, individually or in groups, with developing academic, career and personal/social skills, goals, and plans.
- Accurately and appropriately interprets and utilizes student data.
- Collaborates with parents/guardians and educators to assist students with educational, career, and life planning.
- Provides individual and group counseling to students with identified concerns and needs.
- Consults and collaborates effectively with parents/guardians, teachers, administrators, and other educational/community resources regarding students with identified concerns and needs.
- Implements an effective referral and follow-up process as needed.
- Accurately and appropriately uses assessment procedures for determining and structuring individual and group counseling services.
- Provides appropriate and timely information to school personnel related to student needs.
- Participates in professional development activities to improve knowledge and skills.
- Uses available technology resources to enhance the school counseling.
- Adheres to laws, policies, procedures, and ethical standards of the school counseling profession.
- Monitors student academic performance, behavior, and attendance and facilitates appropriate interventions.
- Works with students to plan end of year class activity
- Works closely with administration to monitor overall student progress
- Regularly mentors students
- Assist in the preparation of college essays, college applications, FAFSA applications

Salary:

Commensurate with experience

Reports To:

Krista Miller

miller@themetroschool.org

Application Procedure:

Send an email with resume to employment@themetroschool.org

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Postings current as of 4/11/2022 9:32:47 AM CST.

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