

COUNSELOR

QUALIFICATIONS:

1. Type 10 or Type 73 Certification
2. Master's Degree
3. Appropriate endorsement in counseling and/or social work.
4. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO:

Principal

JOB GOAL:

To help students resolve student's personal, emotional, and social problems which interfere with their adjustment to school and their capacity to enjoy the fullest benefits of his education.

PERFORMANCE RESPONSIBILITIES:

- ◆ Perform casework service with individual students to correct those personal, social, or emotional maladjustments related to their educational and social progress.
- ◆ Perform casework service with parents as an integral part of the task of helping students, to increase the parents' understanding, their constructive participation in resolving their child's problems, and their knowledge and use of appropriate resource available.
- ◆ Consult and collaborate with other school personnel in gathering and giving information on a case, and in establishing and planning for respective roles in the modification of the student's behavior.
- ◆ Supervise the referral of students to, and serves as liaison with, such outside agencies as the Welfare Department, Child Placement Bureau, Juvenile Court, and the like, as appropriate.
- ◆ Make home visits for the purpose of gathering helpful information on a student's background.
- ◆ Work to discover and develop special abilities of students.
- ◆ Work with students on an individual basis in the solution of personal problems related to such problems as home and family relations, health and emotional adjustment.
- ◆ Provide inservice training in guidance for teachers and student teachers.
- ◆ Work with teachers and other staff members to familiarize them with the general range of services offered by the student personnel services department, and to improve the educational prospects of individual students begin counseling.
- ◆ Advise administrators and faculty on the matters of student discipline.

TERMS OF EMPLOYMENT: 180 Days. Salary and benefits commensurate with contractual commitments.

EVALUATION: Performance of this job will be evaluated in accordance with administrative procedures and established contractual protocols.