



JOB DESCRIPTION

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| TITLE | School Counselor |
| REPORTS TO | Head of School |
| JOB GOAL | <p>The school counselor supports the academic success of all students by the development and management of a comprehensive school counseling program that is preventative in design and developmental in nature. The School Counselor plans, designs and implements a school counseling program that is in alignment with national, state, local standards and individual school's needs. The School Counselor delivers, manages and evaluates their services using the American School Counseling Association's (ASCA) National Model as the guide. The School Counselor functions as a leader, advocate, collaborator and an agent of systemic change in support of all students' needs. The School Counselor helps ensure that effective strategies are employed to encourage the maximum development of academic, career and personal/social goals of all students.</p> |

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| QUALIFICATIONS | <ul style="list-style-type: none"> ● Develop a comprehensive school counseling program using North Carolina School Counselor Standards and the American School Counselor Association Standards. ● Provide counseling services for grades K-8 to enhance social/emotional and academic success. ● Provide crisis intervention, short-term counseling, and group counseling. ● Develop activities and resources to implement and evaluate the program. Involves other school staff in making decisions about the school counseling program. ● Consult with students, parents, teachers, and other school and community personnel to assist in meeting the needs of students. ● Help the school administration develop policies and programs that benefit student and staff development. |
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| | <ul style="list-style-type: none"> • Report to the school administration and staff about the annual goals and services of the counseling program. • Adhere to ethical standards of counseling profession, and abides by the laws, policies, and procedures that govern the schools. |
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| TERM OF EMPLOYMENT | Ten month work year (dates to be determined exactly but August-June for the 2022-2023 school year) |
| COMPENSATION | Salary will be determined based on PSPA budget and experience. Pine Springs Preparatory Academy does not follow the NC salary schedule and does not participate in the NC State Retirement System. PSPA offers a 401k program with a board matching percentage and health coverage options. |
| ADDITIONAL DETAILS | <p>Please provide the following:</p> <ul style="list-style-type: none"> • A cover letter detailing the candidate’s educational philosophy and desire to join the founding team at Pine Springs Preparatory Academy. Be sure to highlight the talents you can provide to our students and school community. • A recent, up-to-date resume including salary requirements. • The names and contact information of three professional references with a reference letter; two supervisor references are required; it is preferred for the applicant to include his or her current supervisor as one of these references, but it is not mandatory. • You may also send a sample lesson or unit/project-based learning plan, and other materials (including digital portfolios, videos of teaching, or other artifacts) that showcase your practice. • Copy of School Counselor License (NC teaching license) <p>If Pine Springs Prep wishes to follow up with a candidate after review of application materials, the candidate will be contacted for an interview.</p> <p>Interested candidates should submit a letter of interest, resume, and NC School Counselor License to: bfriend@pinespringsprep.org</p> |