

**Blue Hill Consolidated School
Position Description**

4106C

Title: School Counselor

Qualifications: Master's Degree in social work, school guidance, school psychology, or counseling; appropriate endorsement or certification by State of Maine; and/or such alternatives to the above that the board may find appropriate and acceptable. Experience in social work, school psychology, and/or guidance in a school setting preferred.

Reports to: Building principal

Job Goal: To assist the administration and professional staff in developing a positive and effective climate for learning through supportive services delivered to individual students, groups of students, parents, and teachers.

Performance responsibilities may include:

- * assist staff in developing a K-8 framework for promoting positive behavior, social skills, conflict resolution, and decision making;
- * assist staff, board, and administration in developing a comprehensive system of policies, practices, and procedures to meet the emotional needs of students;
- * assess student needs and make referrals to outside service providers to conduct follow-up or more in-depth evaluations if needed.
- * work closely with families of students with acute needs-serving as case manager in many instances - to facilitate school success by connecting students and families to community resources, outside agencies, and monitoring efforts for improvement;
- * assist with creation and implementation of alternative programming; e.g. community mentoring, big buddies, conflict managers
- * respond to students in crisis;
- * serve as a member of the student assistance team and crisis intervention team;
- * work closely with all staff to develop and implement curriculum on social and behavioral standard, communication skills, conflict resolution, decision making, and school leadership;
- * conduct inservice and other support functions to staff on dealing with student behaviors and emotional/psychological needs;
- * conduct group and individual counseling; and
- * other reasonable, related duties as assigned by the administration.

Terms of employment: Salary and work year as per contract agreement. Position to be created at an 80% of full time level.

Evaluation: Performance of this position will be evaluated in accordance with the Board's policy on evaluation of professional staff.

Approved: Blue Hill School Committee - 5/14/97

Revised: Blue Hill School Committee - 9/10/97

Revised: Blue Hill School Committee - 6/14/00

Revised: Blue Hill School Committee - 5/8/02