



### **Lower School Counselor**

All Saints' Episcopal School seeks a talented, enthusiastic, self-motivated school guidance counselor for grades K-6 (420 student enrollment), beginning the 2019/2020 school year. The ideal candidate should have a Masters' degree with a minimum of 5 years in public or private school, with 3-5 years of experience in the counseling. This person will report to the Head of Lower School and will partner with the Upper/Middle School Counselor.

#### **Responsibilities:**

- Provide solution-focused counseling services for students in grades K-6 and their families.
- Maintain confidential student records and keep accurate documentation of meetings and communications appropriate to ethical and professional standards.
- Attend Lower School grade level team round table meetings to collaborate with teachers about individual students' social and emotional needs.
- Provide professional expertise on child development and counseling issues, such as grief counseling, crisis intervention, substance use and abuse, and eating disorders.
- Assist Division Heads and Dean of Students in the transition of students to a new grade.
- Partner with the Upper/Middle School counselor to provide age/developmental level appropriate speakers on health related topics, family outreach programs and community partnerships.
- Provide student support and focus on academic success, personal, and social development.
- Establish and maintain cooperative working relationships with students, faculty, and parents through meaningful and frequent communications.
- Respond to crisis situations.

#### **Qualifications:**

- Three+ years of professional adolescent counseling, preferably in a lower school setting.
- Master's degree (minimum) in school counseling or related field.
- 2-3 years' experience teaching in lower school grade.
- Registered Play Therapist or willingness to become certified.
- Strong written and oral communications. Ability to communicate and advocate effectively and confidentially.
- Must possess a calm and caring demeanor with a deep passion about young people.
- Understand and have knowledge of adolescent student development.

Interested candidates should forward a letter of interest and resume to:

[Humanresources@aseschool.org](mailto:Humanresources@aseschool.org)

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