

DATE: APRIL 26, 2023
TO: ALL QUALIFIED CANDIDATES
FROM: OFFICE OF THE SUPERINTENDENT
REF: CERTIFIED POSITION OPENING
POSITION: FULL-TIME MIDDLE SCHOOL COUNSELOR 2023-2024 SCHOOL YEAR
LOCATION: LEGG MIDDLE SCHOOL

QUALIFICATIONS:

- Must possess one of the following renewable credentials: School Counselor License (SCL) or a Michigan Teaching Certificate with the School Counselor (NT) endorsement
- Strong working knowledge of adolescent development and mental health
- Must possess a strong behavioral background with an emphasis on creating and implementing behavior plans
- Excellent oral and written communication skills
- Positive work ethic
- Demonstrated ability to establish and maintain effective working relationships
- Ability to actively and positively participate and contribute as a team member
- Knowledge of federal, state and local policies and procedures regarding welfare services
- Familiarity with outside agencies that offer services for students and families

RESPONSIBILITIES:

- Provide individual and group support and counseling for students with social, emotional, situational, and/or behavioral needs
- Participate in teaching pro-social skills through individual, small group, and/or classroom lessons, to promote prevention and early intervention
- Engage in school and district teams focused on the social, emotional and behavioral well being of all students
- Build relationships with families in an effort to communicate proactively and prevent problems
- Assist families in understanding child development and difficulties experienced by their children
- Assist families in their pursuit of community services as needed
- Participate in the child study process
- Provide consultation to teachers on how to address social, emotional, and/or behavioral concerns in the classroom, and coordinate action plans
- Facilitate the partnership of community agencies to enhance social-emotional learning
- Assist in the planning and monitoring of school-wide positive behavior support
- Maintain records of all services provided

SALARY & BENEFITS PER CEA CONTRACT (Coldwater Education Association)

DEADLINE TO APPLY: MAY 9, 2023 OR UNTIL FILLED

EXPECTED DATE OF HIRE: 2023-2024 School Year (contingent upon Board Approval)

APPLY TO: ATTENTION: HUMAN RESOURCES
COLDWATER COMMUNITY SCHOOLS
401 SAUK RIVER DRIVE
COLDWATER MI 49036
E-MAIL: HR@ccscards.org (include letter of interest, resume, copies of transcripts and license)

Subpart 84.5. No hiring practice shall discriminate against race, color, national origin, age, sex or handicap.