

DATE: MARCH 6, 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 prosocial 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:** MARCH 20, 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](mailto:HR@ccscards.org) (include letter of interest, resume, copies of transcripts and license)

\*\*THIS NOTICE HAS BEEN POSTED LOCALLY & ON THE DISTRICT'S WEBSITE & GREATSCHOOLJOBS.COM & GOMASA.ORG\*\*

The Coldwater Community School District is an equal-opportunity employer. Its hiring practices are in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973, Subpart 84.5. No hiring practice shall discriminate against race, color, national origin, age, sex or handicap.