

District 815
(with service to Central Minnesota Christian School)
School Counselor
Position Description

The summary responsibilities of the position of the School Counselor for District 815 is to provide proactive and excellent counseling services to the non-public students at CMCS.

The core duties and responsibilities of the School Counselor revolve around supporting students. Their role will provide emotional support and foster a safe and successful learning environment for students at the middle and high school levels. The primary focus will be on building students' capacity for academic success and positive social and emotional well-being.

- **Champion** social, emotional, and mental health and wellness
- **Oversee** school-wide mental, emotional, and social health initiatives
- **Communicate** pertinent information to parents, teachers, and administration
- **Educate** the represented community on mental health and whole-person well-being
- **Support** student learning by providing social, emotional, and mental counseling

In order to perform various duties, the School Counselor must exhibit many varied skills and qualifications. At the core, this position is a wellness professional position, meaning that student interaction and thorough communication are paramount. A few of the specific skills and requirements that the School Counselor should possess include:

- **Healthcare Licensure:** Qualified as a Mental Health Professional under the requirements of the Department of Human Services (DHS) with a Master's degree in one of the behavioral sciences or a related field, and a tier 2 clinical license (to be acquired upon hire).
- **Communication:** The School Counselor must write and speak clearly and collaborate with students, teachers, parents, and support staff on a regular basis toward the common vision of student wellness, fostering engagement in educational material and healthy social interaction.
- **Teamwork:** This individual will work closely with teachers and administrative staff to create a common vision and plan toward whole-person wellness throughout the school.
- **Organizational skills:** Timeliness and documentation accuracy are a must.
- **Relationship skills:** It is expected that the inter-personal nature of counseling necessitates the ability to engage with students and cultivate healthy peer relationships throughout the organization.
- **Technology Competencies:** The School Counselor must understand how to utilize necessary computer systems for entering student information and keeping track of visits etc.
- **Public Speaking:** This role will not only oversee the wellness of students but champion their safety and well-being by communicating through various mediums which could include classroom visits, informational videos, or school assemblies.

Expected Hours and rate of pay:

- 1440 hours, approximately 8 hours per day throughout the school year (Approximately 180 school days)
- Yearly contract and compensation to be provided through District 815
- Hourly rate of pay: \$24

Reports to:

- Principal

Exempt/Non-Exempt:

- Exempt