



Counselor - Secondary

JOB DESCRIPTION

The School Counselor, under the supervision of the Principal, is employed to provide educational, career, social, and personal guidance and counseling for all students.

EDUCATION AND CERTIFICATION REQUIREMENTS

- Master's Degree
- Counselor Certification
- Teacher Certification
- Minimum three (3) years teaching experience

DUTIES AND RESPONSIBILITIES

1. Plans, implements, and evaluates a comprehensive program of guidance, including counseling services
2. Counsels students individually and in groups to assist their personal, social, educational, and career development
3. Teaches guidance curriculum lessons
4. Consults with teachers, parents, and school administrators to assist students' healthy development
5. Coordinates resources for student development
6. Consults with teachers and campus administrators regarding guidance and advisement issues
7. Pursues relevant professional development
8. Performs other duties as assigned

MENTAL DEMANDS

Ability to communicate effectively (verbally and written), reason, analyze, differentiate, read, coordinate, instruct, and maintain emotional control.

PHYSICAL DEMANDS

Ability to lift and/or carry moderate weight (15-44 pounds), stand, climb, push, reach, perform repetitive hand motions, hear, speak, and may work prolonged or irregular hours.

PAY SCALE: CS

NUMBER OF DAYS: 207

The Judson School District considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital or veteran status, the presence of a medical condition, disability, or any other legally protected status.

*Revised
02/04/09*