



# WAUNAKEE COMMUNITY SCHOOL DISTRICT

**Job Title:** School Counselor

**Job Description Overview:** The professional counselor is a student advocate, leader, collaborator, and facilitator of system change. Counselors support students in the areas of academic achievement, career development, and social/emotional development ensuring students become productive, well-adjusted citizens. School Counselors uphold the ethical and professional standards of American School Counseling Association (ASCA), and other applicable professional counseling associations, and promote the development of the school counseling program.

Student Services staff consistently reflect how their personal experiences and biases impact their ability to effectively support all students. They possess a deep understanding of the systemic biases within the education system which serves to perpetuate inequities for some students and families. They understand their role as a collaborator and work with other staff, students, and the community to redesign the system, in a manner, which equitably supports all students and families.

## **Communication and Collaboration**

- Establishes rapport, and collaborates with students, staff, administration, families, community members, and agencies
- Collaborates to help students establish goals, promote social and emotional learning, and post-secondary planning
- Implements an effective multi-tiered system of support, with administrators, teachers, families, and other school personnel
- Supports and collaborates with other school programs

## **Accountability and Progress Monitoring**

- Along with stakeholders, uses data to make decisions regarding enhancements to the school counseling program
- Uses data to advocate for systemic change in response to the changing needs of the school and community, creating an optimal learning environment
- Develops appropriate interventions for student and monitors student progress in multiple ways

## **Program Planning and Management**

- Plans, organizes and delivers the school counseling program
- Prioritizes tasks and manages time effectively in order to meet the needs of students, families, staff, and administrators
- Assists in the implementation of school screenings, programs, interventions, and progress monitoring as part of the student services team
- Serves as a resource for positive universal behavior practices

## **Program Delivery**

- Develops and/or utilizes materials and instructional strategies to meet student needs and school goals
- Promotes staff involvement to ensure the effective implementation of the counseling program
- Provides short-term individual or group counseling to students with identified needs/concerns
- School counselors recognize and respond to student mental health needs and assist students and families seeking additional resources
- Promotes equity, access, and academic success for every student
- Promotes post-secondary development through academic and career planning
- Utilizes effective interventions by applying culturally responsive, trauma-sensitive, and evidence-based interventions that support student success within a multi-tiered system of support
- Serves as a member of building level teams to provide support and assistance to students and families as they navigate crisis and emergency situations

**Professionalism**

- Adheres to ASCA standards, modeling ethical behavior and professional growth
- Demonstrates strong interpersonal relationships with students, staff, and families
- Engages in leadership opportunities, advocates for students and the school counseling profession