



Position Title: School Counselor

Supervisor: Division Directors

Position Status: Part Time/10

Month/Exempt

Swift School is an independent school serving grades 1-8 located in Roswell, GA 20 minutes north of Atlanta. Serving a population of approximately 170 students, Swift's mission is to prepare students with dyslexia and related language-based learning differences to be successful in life. Our core values include community, excellence, individuality, nurture, and potential. Our teachers are passionate about teaching children with learning differences. We recognize that each child is unique, and our teaching approach, time frame, and expected outcomes reflect the student's individuality. Given that students have a variety of needs, our teachers and administrators often interact with external support professionals to ensure the best overall academic plan for each student.

A **School Counselor** supports the social, emotional, and academic success of all students through the implementation of a comprehensive school counseling program. The counselor will have strong communication, problem-solving, and conflict resolution skills.

Qualifications:

- A master's degree or higher in school counseling or a related field
- Experience in school counseling or related positions/internships
- Experience in the field of language learning differences preferred

Responsibilities Include:

- Serve as member of the Learning Support Team
- Provide individual and small group counseling to students as needed
- Work collaboratively with teachers and administration to expedite services to students
- Create and deliver developmentally appropriate SEL lessons
- Implement student centered programs to support social emotional growth and build community
- Communicate timely information relevant to student learning
- Identify and address issues that affect the student's school performance
- Maintain session notes and timelines of events
- Collaborate with families/teachers/administrators/community for student success
- Build relationships with referring psychologists and other mental health professionals

All faculty and staff members at Swift School are expected to:

- Overtly support and act accordingly with the school's mission and values.
- Foster a predictable and supportive environment for students
- Interact with colleagues in a respectful and collegial manner that fosters a healthy and professional culture.
- Demonstrate knowledge of a student's learning profile through appropriate planning and preparation for effective instruction.
- Uphold professional standards of personal presentation, punctuality, preparedness, courtesy, and discretion.
- Appropriately carry out specific assignments as determined by the leadership of the school.
- Provide appropriate and timely communication to students and families.
- Honor the confidentiality of school, student, family, and employee information.
- Comply with the policies and procedures as articulated in the school's Employee Handbook.

- Authentically engage in self-reflection and annual development of a growth and renewal plan. This includes written goals and progress toward those goals.