Vacancy Posting: School Counselor

The Ursuline School is a private, independent, Catholic, college preparatory girls’ school, grades 6 through 12 located in New Rochelle, New York, 20 miles north of Manhattan in a diverse, suburban community. The school was established in 1897 in the spirit of St. Angela Merici, foundress of the Ursuline Order. The Ursuline School is part of a network of educators at secondary schools and colleges of the Ursuline Sisters across the United States and 36 countries. The school is accredited by the National Association of Independent Schools and the NY State Board of Regents. Ursuline is a member of the National Coalition of Girls Schools and NY State Association of Independent Schools. The school is known for its rigorous academic program, its robust service opportunities, and its dedication to the education of the whole person.

The Ursuline School seeks an experienced School Counselor to work with students in grades 6-12. Ideal candidates will have experience working with students, families, and educators in a school setting and be able to foster relationships with each constituency, providing support for social emotional wellness.

Start Date: As soon as possible

Position: Full-time School Counselor

Level: Middle and High School (Grades 6 - 12)

Responsibilities:

- Provide social, emotional and psychological support for students in grades 6 through 12 using evidence-based methodologies
- Meet with students to assess their needs and progress
- Consult with/support faculty, staff, and parents/guardians regarding individual students
- Provide culturally affirming support to historically marginalized groups
- Participate actively in student events and workshops
- Facilitate a minimum of one club or extracurricular activity
- Provide crisis counseling to students and families and refer students to specialized care as necessary
- Coordinate and consult with outside professionals to support students where appropriate
- Maintain and update a referral list of health professionals and community resources
- Maintain accurate student records and meet established deadlines
- Adhere to legal and ethical best practices in the profession, including maintaining confidentiality
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Experience/Qualifications:

- Master’s degree in social work, mental health counseling or a related field and New York State licensure required
- Thorough knowledge and understanding of child development, mental health disorders and learning differences
- A minimum of three (3) or more years of clinical experience working with diverse middle school and high school-aged populations is preferred; Experience in an all-girls, Catholic school setting is a plus
- Experience/proficiency in crisis management and assessment with children and adolescents
- Ability to work independently, handle multiple tasks and demonstrate flexibility
- Knowledge of, and respect for, diversity of identities and experiences, equity and inclusion, and cultural competency
- Strong interpersonal skills, including the ability to develop and maintain collegial relationships and work collaboratively
- Excellent analytical and problem-solving skills
- Ability to consistently demonstrate empathy, compassion, and professionalism
- Strong written and verbal communication skills
- Excellent organizational skills
- Strong presentation/facilitation skills in front of small and large groups
- Proficiency in Google Workspace and Microsoft Office
- Willingness and ability to learn additional software applications as needed

Interested Candidates should submit a cover letter and resume to:
employment@ursulinenewrochelle.org

The Ursuline School is an equal employment opportunity employer committed to hiring faculty, administration and staff of diverse backgrounds. Our community promotes a respect for individuals regardless of race, color, religion, national origin, sex, age, disability, or any other state or federally protected classification.