



**Position:** Secondary School Counselor 2024-2025 School Year

Lake Mary Preparatory School was founded in 1999 and continues to be one of the top co-educational, private, international prep schools in Seminole County serving students in grades PreK 3 through 12. At Lake Mary Preparatory School our goal is to ignite the full academic potential of each student through engaging instruction, meaningful feedback, and authentic assessment.

We are seeking an experienced individual who will support the social, emotional, and academic needs of our students. The School Counselor is responsible for bringing evidence-based practices into classrooms by working with and supporting teachers and administration with the goal of increasing student engagement, improving student achievement, and building capacity. Familiarity with The Social Institute/CASEL preferred.

**Essential Duties and Responsibilities:**

- Collaborate with school personnel, parents, teachers, community agencies, and students to promote optimal learning outcomes for students
- Utilize skills in problem-solving and assessment for intervention to support the school in meeting the social, emotional, and academic needs of all students
- Organize and implement a comprehensive social-emotional curriculum
- Assist students, individually or in groups, with developing academic and emotional/social skills, goals, and plans
- Work with the school administration and faculty to promote a positive emotional and academic climate in the school
- Implement developmentally appropriate interventions and support
- Implement an effective referral and follow-up process, as needed
- Update and maintain confidential student records and conference notes
- Act as the College Board SSD Coordinator for the school

**Qualifications Required:**

- Master's Degree in Counseling or related field
- Three or more years of related experience
- Possess the ability to handle multiple tasks throughout the school day
- Performs in a manner that reflects positively on Lake Mary Preparatory School
- Communicates well, works congenially, and deals effectively with all school personnel and families, as well as with the larger business and educational community

**Interested Candidates Please Submit:**

- Cover Letter
- Resume
- A statement describing your theoretical orientation and any relevant counseling training

**BENEFITS:** Comprehensive benefits package including medical, dental, vision, life and disability, 401(k), paid time off

**SALARY:** Salary commensurate with experience