



MONTCLAIR KIMBERLEY ACADEMY

Part-time Upper School Counselor

MKA's challenging, engaging, and innovative academic program provides a vibrant and transformative education. Our faculty's deep and genuine understanding of our students as individuals and as learners fosters their ethical development, intellectual growth, and personal success. MKA's diverse, collaborative, and inclusive community inspires students to lead lives of noble character, purpose, and distinction.

As guided by its Strategic Plan, MKA is committed to promoting multicultural education, grounded in ideas of equity, anti-bias education, anti-racism, and social justice. We see multicultural education as a process of inquiry, reflection, and engagement that honors students' narratives, provides a safe environment in which to explore and discuss multiple perspectives, and helps transform students and faculty, school culture and curriculum, community, and society. We seek candidates who share our commitment to this process.

Description: The Part-time Upper School Counselor will utilize leadership, advocacy, and collaboration to promote student success, provide preventive services, and respond to identified emotional and social student needs by implementing a comprehensive school counseling program for grades 9-12. The ability to inspire and support students in their social, emotional, and intellectual development is essential for this position. The Part-time Upper School Counselor will be responsible for providing behavioral, social, personal, and academic support counseling and guidance to students by meeting with individual students on a one-on-one basis as needed and facilitating work with small groups, Advisor classes, and grade levels based on needs such as challenges related to making and maintaining friendships, navigating transitions, grief and loss, and other topics of student need.

Reports To: Director of Counseling and Head of Campus
Contract: 3 days a week; 10 months
Hours: 8:00 am - 3:00 pm

Responsibilities:

- Provide individual, small group, and classroom support for Upper School Students and advisors
- Consult and collaborate with parents, teachers, and outside professionals on behalf of the student, including referrals to professionals for out-of-school psychological testing or counseling.
- Make appropriate referrals for professional, outside-of-school mental health services and maintain a list of community professionals for referrals, including psychological/educational testing, individual counseling, social skills groups, and developmental pediatricians in collaboration with other school counselors.
- Coordinate outpatient services, including mental health resources, drug and alcohol assessment and treatment
- Serve as a liaison with community professionals serving our students.
- Provide faculty professional development and parent education regarding developmental and social-emotional issues as they relate to high school age children.

- Provide consultation services to the Dean of Community Life, Dean of Students and appropriate Grade Level Team Leaders, particularly with regard to age-appropriate advisor period activities.
- Attend grade-level meetings (when possible.)
- Maintain confidential records/notes.
- Maintain current knowledge of state laws and procedures regarding students and strive to ensure that the rights of students are adequately protected.
- Inform appropriate school officials of conditions that may be potentially disruptive or damaging to the school's mission, personnel, and property.
- Follow the ethical standards outlined by the American School Counselor Association (adopted 1984 and revised 1992 by ASCA Delegate Assembly).

Qualifications and Skills:

- Certified School Counselor or Social Worker (New Jersey or New Jersey eligible)
- Two or more years working with high school-aged children
- School-based support team experience
- Knowledge of responsive classroom practices
- Strong skills in counseling, conflict resolution, and community referral
- Expertise in crisis management
- Expertise in learning assessment and accommodation implementation with high school students

Teaching Responsibilities

- Able to teach Health and Wellness courses in collaboration with the Health and Wellness Department

Committee Membership:

- Upper School Accommodations Committee
- Upper School SEL Committee
- Upper School Student Support Team
- Tri-Campus SEL & Wellness Committee (as necessary)
- Tri-Campus Counseling Committee
- Co-advisor for Safe Zone Club

Interested applicants should submit an electronic copy of your resume and cover letter to:

Daniella Kessler
 Director of Counseling
 dkessler@mka.org

