# School Counselor Self-Reflection

**Employee:** _____ **School(s):** _____ **Date:** _____

*Instructions:* By September 30th, the school counselor will complete the following Self-Reflection for all 10 required components. Per administrator discretion or mutual agreement, the school counselor may be asked to Self-Reflect on any or all of the additional components.

**U**: Unsatisfactory **B**: Basic **P**: Proficient **E**: Exemplary

| **Domain 1: Planning and Preparation** | **U** | **B** | **P** | **E** | **Additional Components To Be Evaluated** |
|---|---|---|---|---|---|
| 1a. Demonstrating knowledge of counseling theory and techniques | ☐ | ☐ | ☐ | ☐ | |
| 1b. Demonstrating knowledge of child and adolescent development *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 1c. Establishing goals for the counseling program appropriate to the setting and the students served | ☐ | ☐ | ☐ | ☐ | |
| 1d. Demonstrating knowledge of state and federal regulations and of resources within and beyond the school and district *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 1e. Planning the counseling program, integrated with the regular school program | ☐ | ☐ | ☐ | ☐ | |
| 1f. Developing a plan to evaluate the counseling program | ☐ | ☐ | ☐ | ☐ | |
| **Domain 2: The Environment** | **U** | **B** | **P** | **E** | **Additional Components To Be Evaluated** |
| 2a. Creating an environment of respect and rapport | ☐ | ☐ | ☐ | ☐ | |
| 2b. Establishing a culture for productive communication *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 2c. Managing routines and procedures *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 2d. Establishing standards of conduct and contributing to the culture for student behavior throughout the school | ☐ | ☐ | ☐ | ☐ | |
| 2e. Organizing physical space | ☐ | ☐ | ☐ | ☐ | |
| **Domain 3: Delivery of Service** | **U** | **B** | **P** | **E** | **Additional Components To Be Evaluated** |
| 3a. Assessing student needs | ☐ | ☐ | ☐ | ☐ | |
| 3b. Assisting students and teachers in the formulation of academic, personal/social, and career plans, based on knowledge of student needs *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 3c. Using counseling techniques in individual and classroom programs *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 3d. Brokering resources to meet needs | ☐ | ☐ | ☐ | ☐ | |
| 3e. Demonstrating flexibility and responsiveness *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| **Domain 4: Professional Responsibilities** | **U** | **B** | **P** | **E** | **Additional Components To Be Evaluated** |
| 4a. Reflecting on practice | ☐ | ☐ | ☐ | ☐ | |
| 4b. Maintaining records and submitting them in a timely fashion *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 4c. Communicating with families *(Required)* | ☐ | ☐ | ☐ | ☐ | |
| 4d. Participating in a professional community | ☐ | ☐ | ☐ | ☐ | |
| 4e. Engaging in professional development | ☐ | ☐ | ☐ | ☐ | |
| 4f. Showing professionalism *(Required)* | ☐ | ☐ | ☐ | ☐ | |