



## Job Description

**Position:** School Counsellor

**Salary range:** \$50,000 - \$70,000 depending on qualifications, experience, and skills.

Health Benefits are included.

### General Description:

The School Counselor will support the academic, social-emotional, and developmental needs of students from Pre-K through 8th grade. The counselor works collaboratively with students, parents, teachers, and administrators to create a safe, inclusive, and supportive school environment. This position involves social emotional lessons, responsive services, and strategic planning to promote student well-being and success.

The School Counsellor is a full time benefited 12 month position.

### The School Counsellor has the authority to:

1. Carry out the responsibilities of the position as described below.
2. To collaborate and work directly with the Student Support Group.
3. Inform the Director of Academics of problems and issues which may interfere with the ability to carry out the responsibilities below.

### Key Responsibilities:

#### Student Support

1. Using support circles and other strategies, provide developmentally appropriate individual and group support for students dealing with personal or social challenges.
2. Conduct classroom lessons addressing topics such as emotional regulation, peer relationships, conflict resolution.
3. Work collaboratively with faculty and the Student Support Group (SSG) to identify students at risk and implement early intervention strategies
4. Working with the Support Group (SSG), become familiar with and implement [Kim John Payne's](#) program for [Integrated Student Support](#) and similar programs.
5. Facilitate the Student Social Action Committee (SAC), and guide students in implementing strategies for peer-to-peer support.
6. Contribute to the development of a safe and respectful school climate through restorative practices, anti-bullying and anti-bias initiatives.

### Collaboration and Communication

7. Work with the Student Support SSG to assist students with transitions between grade levels and support eighth grade transition to high school. Provide reports to the SSG as needed.
8. Partner with teachers to support students' behavioral and emotional needs in the classroom.

9. Collaborate with outside support services and specialists (e.g., psychologists, social workers, physical and occupational therapists) when needed.
10. Network with School Counsellors in the area.

**Other responsibilities**

11. Work with SSG to develop and maintain the documentation of counselling services.
12. Collaborate with the Academic Director to lead training for staff on integrated student support and other SEL initiatives.

**Accountability (supported by and reports to):** This position is accountable to and receives individual support from the Academic Director.

A mentor will provide support and expertise for the first year.

**Competencies, knowledge, and skills needed:**

1. Hold a current license in social work, or counseling. Essential.
2. Experience working with children in early childhood and elementary/middle school settings. Preferred.
3. Hold liability insurance.
4. Experience with restorative justice practices.
5. Strong communication, interpersonal, and organizational skills.
  - Including skill set to build trusting relationships with parents and navigate difficult conversations.
6. Deep commitment to student development and equity.
7. Become familiar and work within the [AWSNA Principles for Schools](#).

The school will contribute towards professional development and CEUs.

**The School Counselor attends:**

Student Services Group  
Full Faculty Meeting  
Departmental Meetings as needed  
Facilitates - Student Action Committee

Please note: Due to best practice guidelines and the nature of the School Counsellor's work, WSB cannot offer this position to a parent with a child/children currently enrolled at Waldorf.

**Non discrimination statement**

*The Waldorf School of Baltimore believes that each individual is entitled to equal employment opportunity without regard to race, gender or sex (including pregnancy), color, ethnicity, religion, national origin, disability, genetic information, age, military status, marital status, sexual orientation, gender identity, protective hairstyles, or any other legally*

*protected characteristic. The school's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotion, training, discipline, and all other terms, conditions, and privileges of employment.*