



JOB TITLE: School Counselor

TERMS OF EMPLOYMENT: Ten (10) Months (Classified – Exempt)

IMMEDIATE SUPERVISOR: School Principal

POSITION DESCRIPTION

- To provide counseling and guidance to students in the school(s) where employed
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ESSENTIAL FUNCTIONS

- Adhere to and support board policy, school guidelines, administrative rules and directives.
 - Be available to all students seeking guidance and counseling services.
 - Advocate on behalf of the student and/or his/her family. Take all necessary and reasonable precautions to protect students.
 - Facilitate outreach efforts to provide services to students, parents/guardians and staff.
 - Understand, evaluate, and interpret academic performance data. Interpret information about students to the student, their parents/guardians, and staff.
 - Implement individual and group counseling methods that are appropriate.
 - Perform other duties as assigned by Building Principal or District Administrator.
 - To counsel students with learning, physical, social, and emotional problems, through conferences held with students on the basis of teacher, parent, principal, or self-referral.
 - To consult with classroom teachers, school principal, visiting teacher, school nurse, psychologist, and parents relative to students and their problems.
 - To work closely with classroom teachers in planning and implementing group guidance sessions based on the developmental needs of all students.
 - To act as the liaison between school and community agencies in working on student problems.
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QUALIFICATIONS:

- Possess a BS or Master's Degree in Guidance and/or School Counseling; a **current TENNESSEE TEACHER license** for position as required by the state of Tennessee, a minimum of three years of teaching, counseling, or other experience working with children similar in age to the position hired preferred.
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