



SCHOOL COUNSELOR **Oak Harbor High School**

MINIMUM QUALIFICATIONS:

- Valid Washington State Educational Staff Associate (ESA) certificate endorsed as a School Counselor
- Master's degree in Counseling
- Ability to work cooperatively with students, staff and community agencies
- Ability to relate to and communicate effectively with students, parents, and staff
- Competence in administering SBA and other standardized testing
- Knowledge of programs and techniques for building self-esteem, social skills, and anger management
- Ability to maintain student safety and contribute to a positive school-wide learning environment
- Ability to work flexible hours and as part of a team

GENERAL FUNCTIONS:

The School Counselor is responsible for a variety of services to support behavioral interventions and student success. In general, the counselor has a caseload of students, monitors academic progress, supports socio-emotional development, and helps to develop school-wide lessons and activities to promote an emotionally safe school climate. School Counselors work with other district counselors, administration, nurses, teachers, office staff, parents, and community providers to assure students are well taken care of. Specific duties include individual and group counseling, classroom presentations, hosting parent/teacher meetings, and supervising students.

TERMS OF EMPLOYMENT:

The 2025-2026 salary schedule is currently unavailable. For the 2024-2025 school year, a 1.0 FTE certificated contract includes a 183-day work year; supplemental pay (after meeting district requirements); 12 sick leave days and 3 annual leave days. Salary placement is based on the State Salary Schedule, which for the 2024-2025 school year ranges from \$70,240 (BA degree with no experience) to \$133,574 (MA degree + 90 credits and 16 years of experience). For those electing Healthcare coverage through SEBB, a portion of the monthly premium is offset by an employer contribution. Mandatory dental, vision, basic long-term disability, and basic life and accidental death and dismemberment premiums are paid by the district. Employee paid options include: Flexible Spending Arrangement; Dependent Care Assistance Program; and additional long-term disability, accidental death and dismemberment, and life insurance. If employed less than full time (1.0 FTE), days, salary, and health premiums are pro-rated based on FTE.

PEOPLE OF DIVERSITY ENCOURAGED TO APPLY

Oak Harbor Public Schools is committed to building a culturally diverse staff to reflect and serve our culturally diverse student population. We do not discriminate on the basis of sex, race, creed, religion, color, national origin, age, military status, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog/service animal by a person with a disability in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups. For questions and complaints of alleged discrimination contact: Assistant Superintendent of Human Resources & Operations, Title IX Officer, Section 504/ADA Coordinator, and Compliance Coordinator for 28A.640 and 28A.642 RCW.

08.13.25