



Thompson School District
Licensed Staff Job Description

Job Title: Gifted and Talented Counselor
Revised Date: April 2025
Work Year: 185 Days
Department: Learning Services
Reports to: Building Principal and GT Coordinator

ABOUT THOMPSON SCHOOL DISTRICT:

The Thompson School District is the 17th largest school district in Colorado, encompassing 362 square miles and serving approximately 15,000 students. The district's territory includes Loveland and Berthoud, plus sections of Fort Collins, Windsor, Johnstown and unincorporated land in Larimer, Weld and Boulder counties. TSD serves students in Pre-K through 12th grade with thirteen school-based preschool programs, a dedicated preschool building, three K-8 buildings, sixteen elementary schools, four middle schools, five high schools, two charter schools and one career campus. Teachers and administrators collaborate with families and community partners to ensure that students are college, career and community ready. Visit the district website at tsd.org to learn more.

SUMMARY: *The high school GT counselor works cooperatively with staff and parents to develop the interests and abilities of above-average students who take special interest in a topic or area. The key role of the GT teacher is to provide support, resources and other assistance to students and to teachers in enrichment activities. The GT counselor guides students' progress through high school through a combination of developmental activities, curricular consultation and development of community resources with an emphasis on integration with regular education, communication with parents, and compliance with district and state guidelines.*

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Implement the goals of the GT program as established by the district
- Foster the development of affective skills in all children through developmental activities and work with regular instructional staff on curriculum development
- Attend grade level, department, school-wide and district-wide committee meetings to assist with effective curricular planning to meet the special educational needs of gifted students
- Consult with regular education staff regarding the special needs of identified GT students and facilitate articulation between the regular and GT programs
- Encourage parental communication and involvement through individual conferencing
- Coordinate the identification and placement of GT students according to the district adopted procedures and criteria
- Utilize community resources to augment district resources to provide a breadth of opportunities for gifted students, including, but not limited to, the development of mentor programs, a speakers' bureau, and summer programs
- Work with students on post-secondary options
- Ensure program compliance with all state guidelines, collect and maintain auditable records, and complete required state reports including Advanced Learning Plans
- Evaluate the goals of the GT program and recommend program adjustments that might better serve the needs of the gifted students

JOB QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



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Licensed Staff Job Description

KNOWLEDGE, SKILLS, AND ABILITY:

- Human relations skills
- Knowledgeable about classroom practice in order to successfully facilitate the learning environment, manage time, communications, and record keeping
- Ability to remain current in Gifted and Talented area and in instructional practices
- Ability to adjust teaching styles to accommodate a wider variety of learning styles
- Knowledgeable about student electronic database and grading software
- Knowledgeable about using technology to support instruction and enhance student learning

SUPERVISION/TECHNICAL RESPONSIBILITY:

- Supervise the daily activities of students in employee's care.

EDUCATION AND TRAINING:

- Bachelor's degree in education or related field and master's degree in Counseling required.

EXPERIENCE:

- Experience working with secondary Gifted and Talented students, preferred.

CERTIFICATES, LICENSES, & REGISTRATIONS:

- Colorado Special Services Provider license with appropriate endorsement (or licensure application in process with CDE), Gifted and Talented Specialist endorsement preferred.

SAFETY TO SELF AND OTHERS:

- In order to safely perform this position, you must familiarize yourself with the safety rules of your job and participate in all safety training provided by your department. You must wear personal protective equipment whenever required, ask for assistance if the task requires more than one person and, if you're unsure how to perform a task safely, stop and ask your supervisor for instruction before continuing.
- All employees of the District are responsible for maintaining a safe and healthy work place and insuring that safety precautions and practices are followed.
- We expect you to immediately report any unsafe working conditions or safety problems to your supervisor. Until corrective action is taken, be sure that the area or condition is restricted and that cautionary devices, i.e., cones, temporary fencing, floor signs, etc. are in place so that others are not affected or injured.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

EQUAL EMPLOYMENT OPPORTUNITY:

Thompson School District shall not discriminate in its employment or hiring practices on the basis of race, ethnicity, religion, sex, sexual orientation, age marital status or disability. The Superintendent is committed to cultural diversity among district personal as a means of enriching educational experience. The District shall identify, solicit, and consider applicants for employment from a broad spectrum of qualified individuals who will contribute to that effort.

OTHER DUTIES:



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Please note this job description is not designed to cover or contain a comprehensive list of the activities, duties or responsibilities that are required of the employee for this position. Duties, responsibilities and activities may change at any time with or without notice.