



Gaston Day School is an independent, coeducational day school for 500+ students in grades K-12.

This posting is for a part-time Counselor to support students in 5th to 12th grades to begin in August 2021. Gaston Day School is seeking an experienced and caring individual to promote student success, provide preventive services, and respond to identified student needs to support the academic, social, and emotional development for all students.

The Counselor will be responsible for developing and implementing a comprehensive social and emotional wellness program. This program is designed to provide resources and best practices for students, employees, and families related to social and emotional wellness as well as to identify students with social or emotional needs and put a support system in place to help them be healthy, productive students and contributors to our school community. This program is supported by a grant from the E.E. Ford Foundation, and the Counselor will be responsible for overseeing the financial expenses associated with the program's activities and services.

In addition to counseling, all employees also assist with other essential supervisory duties throughout the school day. Gaston Day teachers demonstrate a commitment to the well-being of all Gaston Day students and to the best interests of the school as a whole.

Skills/Knowledge:

- In-depth knowledge of child development
- Knowledge of current best practices in meeting the social and emotional needs of 5th-12th grade students
- Strong social/emotional or trauma informed care background preferred
- Must demonstrate a strong understanding of local, regional, State and Federal resources that support families, students and school institutions
- Must be able to work with individuals, small groups and collaboratively with staff, parents, and work well as part of a team
- Be familiar with a variety of delivery methods for providing services as needed (e.g. virtual meetings, in-person presentations, co-teaching in classrooms, webinars)
- Excellent interpersonal, verbal and written communication
- Organization and problem-solving skills
- Ability to work well under pressure as well as effectively prioritize and execute tasks to meet deadlines consistently
- Ability to maintain appropriate confidentiality of sensitive information
- Adherence to the legal and ethical guidelines and professional standards of the profession

Broad Responsibilities:

- Provide counseling, instruction, and mentoring for students' social and emotional learning
- Counsel students individually and in groups
- Consult with parents, teachers and other appropriate staff regarding students' social-emotional needs and any adaptations/materials necessary to facilitate improved performance in the classroom or at home
- Collaborate with faculty to provide appropriate feedback regarding individual student progress and concerns
- Support faculty in their roles as advisors by providing information and resources both in and out of the classroom as needed
- Collaborate with faculty, Dean of Students, and Division Directors to review and select programs to supplement the advisory and classroom curriculum to support social and emotional learning

- Meet regularly with faculty, Dean of Students, and Division Directors to discuss issues concerning students, to review specific interventions, and to refer students for additional services as needed
- Maintain a current and accurate referral database of mental health service providers
- Provide parental support and guidance related to child development and participate in parent conferences when requested
- Connect parents with outside therapeutic referrals as needed and coordinate with outside providers working with students
- Keep detailed records and communicate therapy plans with teachers, parents, and administration
- Provide crisis intervention with the school and serve on the school crisis management team
- Advocate for students to faculty and administration as needed
- In conjunction with the college counseling office, help evaluate student abilities, interests, and personalities related to future goals
- Present and/or coordinate professional development for the faculty and administration related to social and emotional wellness
- Present and/or coordinate presentations and workshops for parents related to social and emotional wellness
- Build a library of resources, including therapeutic books and games for the faculty, students and parents
- Other duties as assigned by the Head of School, Division Directors, and Dean of Students

Personal attributes:

- Effectively communicates with students, parents, and colleagues
- Creates a safe and accepting environment
- Challenges students to step outside their comfort zones
- Commitment to the creation and sustainability of an inclusive, equitable learning environment for all students
- Models, teaches, and guides students through collaboration, inquiry, and exploration
- Strives to maintain a balanced professional and personal life
- Fosters a passion for curiosity and learning beyond the classroom
- Pursues current professional development opportunities to increase pedagogical and content knowledge

Experience and Education Requirements:

Bachelor's degree in related field or degree/certification in school counseling is required; advanced degree preferred. 3+ years experience working with students, parents, teachers, and administrators in a school setting is also preferred.

Reporting:

The Counselor will report directly to the Dean of Students.

Contact:

To apply, please email cover letter and resume to Candyce Owens, Dean of Students, at cowens@gastonday.org by **Monday, April 12, 2021.**

Gaston Day School is committed to increasing the racial, ethnic, and religious diversity of our faculty and staff. The School welcomes applicants who would bring additional dimensions to the school's teaching mission. In accordance with law, Gaston Day School is an equal opportunity employer and hires without discrimination on the basis of race, color, religion, national origin, sex/gender, age, or disability.