

Position Description
Webster Cares Program

CFDA 84.215E – U.S. Department of Education Elementary and Secondary School Counseling Program

Position: Elementary School Counselor (1.0 FTE)

South Webster Schools

Salary: Commensurate upon counseling experience up to \$50,000

***This is a grant-funded position for SY 2015-16/16-17/17-18 and is contingent upon continuation of funding from U.S. Dept. of Education on a yearly basis. This is not a permanent position of the Webster Parish School Board. This position is not eligible for sales tax distribution and/or any other supplements issued to Webster Parish School Board employees.**

Position Description:

Provide individual and group counseling to students. Collaborate with district staff to implement project-specific counseling strategies and school-wide intervention programs. Work as part of a team in developing and coordinating approaches to counseling designed to prevent school violence and other disciplinary/behavioral problems for school based staff, parents, and students enrolled in the program.

Accountability:

This position will report to the Project Director and Superintendent

Duties and Responsibilities:

1. Provide individual and/or group counseling services to students and parents.
2. Assist in implementing project goals and objectives.
3. Serve as liaison between and among schools, families, and community services.
4. Administer appropriate staff development for school-based staff.
5. Provide crisis intervention on pertinent subjects when the need arises and provide immediate counseling for victims and their families.
6. Recommend and implement ways to adjust instruction to accommodate students with diverse learning styles and special needs.
7. Assist in review of evaluative measures used, piloted, and adopted by the project.
8. Oversee implementation of universal prevention program to all students (Second Step) and additional social-emotional lessons as outlined in the project design.
9. Conduct skills-building workshops and support groups for parents.
10. Assist in planning, designing, producing, and disseminating project-developed materials.
11. Participate in project staff meetings and in project planning, monitoring, evaluation, and staff development activities. Maintain and submit required documentation according to project requirements.
12. Perform any project-related tasks as assigned by the Project Director or Superintendent.

Qualifications:

- LMSW, LCSW, LPC, Master's Level: Social Work, School Counseling or Specialty of Counseling
- An individual who has a documented competence in counseling children and adolescents in a school setting.
- Knowledge of and experience with counseling methodologies appropriate for working with elementary school students and implementing project strategies.
- Familiarity with the rural communities and population to be served.

Applicants must submit a Certified Personnel Application found at www.websterpsb.org, current resume, copy of licensure and/or educational degree to Melanie Jacobs, mjacobs@websterpsb.org Webster Cares Project Director, Webster Parish School Board Office, P. O. Box 520 Minden, Louisiana 71058.