

ST. MARY OF THE HILLS SCHOOL

— THE INNOVATIVE SCHOOL —

Background

St. Mary of the Hills School is a diverse Preschool through Grade Eight Catholic School inspired by our love of Christ. By valuing excellence in education, our program promotes spiritual growth, person academic achievement, and social development in a safe nurturing environment. The mission of St. Mary of the Hills School is based on the core belief that each child, can through hard work, encouragement, and support both at home and school, realize and recognize his or her unique potential.

St. Mary of the Hills School is seeking a full-time adjustment counselor. This position will service grades Pre-K through 8 and aims to ensure that all identified students in need of mental health services will have a school advocate. Typical behaviors being exhibited in the student population include separation/situational anxiety, depression, inappropriate / disruptive classroom behavior, executive function disorders. However, there are more acute behaviors in our middle school population such as risky behaviors, cyberbullying, and inappropriate use of electronic media.

Job Requirements

Master's degree or license in Counseling and / or Social Work

At least one year experience working in an elementary school setting with students in grades K-8

A Pre-K through 8th grade counseling license or previous experience

Experience working with small groups and / or lunch bunches

An understanding of the SSAT/high school application process and / or previous experience with academic counseling

Experience with or comfort in teaching push-in lesson or SEL curriculum for advisory-style course

Duties

This position reports directly to the school principal

The adjustment counselor is a member of the school's Student Support Team

To serve as a resource to teachers and families on relevant adolescent topics of mental health and adolescent behaviors

Work with students on a one-to-one basis, in small groups, and within the classroom

Provide crisis intervention when necessary

Maintain confidentiality and accuracy of records

Submit reports as required for progress reporting, annual review meetings, and Student Support Team (SST) meetings

Act as a liaison between home and school for the student

Point of contact for other schools, agencies, hospitals, clinics, and mental health facilities regarding students requiring those interventions

Application Process:

To apply, please submit the following three documents, confidentially, and as separate PDF attachments.

- Cover letter (no greater than two pages), answering the following question:
- Current Resume (include all work- and service-related experiences, dates, and education related to the position)
- List of three references with names, phone numbers, and email addresses.
No references will be contacted without your knowledge and approval.

Please email all materials to Suzanne Banach at sbanach@smhschool.org