

# Student Assistance Counselor

## JOB DESCRIPTION

### POSITION TITLE MINIMUM

Student Assistance Counselor

### QUALIFICATIONS

- NJ Substance Awareness Coordinator or School Social Worker certification
- M.A in Counseling or related field: M.S.W. , Education
- Awareness of: community resources, family counseling, social and emotional development of students, mental illness, substance abuse
- Personal characteristics: compassionate, understanding, trustworthy, understanding and patient, fair but firm and a love and respect for children and their families
- Required criminal history background check
- Proof of U.S. citizenship or legal resident alien status

### REPORTS TO JOB GOAL(S)

Director of Guidance

To facilitate student academic development, positive mental health and to promote and encourage personal/social and career development by working collaboratively with the school, families, and the community.

### PRIMARY RESPONSIBILITIES

- 1.Liaison Services with physicians, drug and alcohol clinics, mental health services, grants
- 2.Teaching staff in-service education, co-teach health classes, peer counseling classes
- 3.Substance abuse awareness, prevention and intervention and referral services
- 4.Parent programs that include freshman/new student orientation, parent conferences, referral services for parents and students, parent coffees
- 5.Special programs such as assemblies, 8<sup>th</sup> grade Peer to Peer program, CHS Peer to Peer program, new students, at-risk students grades 9-12, Montrose campus programs
- 6.Support: lunch buddies; individual and group counseling for students and parents; CORE team member and facilitator of interventions and referral services; clearinghouse for student assessments and screenings; provide support to students, staff, parents, administrators; provide after-care for students and their families

### **TERMS OF EMPLOYMENT** 10 Months

Salary as per SOMEA Agreement