

ADW School Counselor Job Description

The mission of the Roman Catholic Archdiocese of Washington is to spread the light of the Gospel of Jesus Christ. In the faithful pursuit of this mission, the archdiocese is seeking a School Counselor for _____ in _____.

The School Counselor will work with the school team, students and parents to provide academic, personal, and spiritual guidance in accord with the principles and moral philosophy of the Catholic Church.

Provides a comprehensive counseling program to assist students in academic achievement, as well as personal and social development. Serves as a consultant, in this regard, to school staff, parents, and school community members.

- Provides school-based, short-term counseling services, such as small group or individual sessions to support students' personal, social, and academic success (in alignment with their respective license or certification)
- The ability to deliver Tier 1 services, in the form of classroom instruction that proactively enhances social emotional skills, promotes positive school engagement, and supports students' goals and academic achievement
- Effectively establish cohesive partnerships with school administrators, teachers and staff
- Participate as a member of the School Assistance Team
- Collaborate with parents, administration and teachers to evaluate student needs
- Facilitate discussions regarding appropriate guidance for educational options, and out-of-school mental and/or behavioral health and well-being support services when requested or needed
- Able to conduct compassionate outreach to families, parents and guardians
- Familiarity and knowledge of community resources

Qualifications

Knowledge, Skills and Abilities

- Practicing Catholic (preferable but not required)
- Ability to maintain confidentiality
- Knowledge of and ability to comply with all policies and regulations pertaining to Archdiocesan schools, as well as school-based policies and expectations
- Understanding of growth and development stages of children
- Capable of working effectively as part of a team
- Excellent oral and written communication skills
- Ability to speak effectively to large and small groups
- Effective at establishing positive relationships with various individuals and groups
- Strong organizational skills
- Abide by the ADW Safe Environment Policy and complete Virtus training and other requirements prior to entering ADW schools



The Roman Catholic
Archdiocese of Washington

Education and Experience

- Master's degree in school counseling, counseling or social work from an accredited college or university prior to appointment
 - A valid and current certification or licensure from the Department of Education in Maryland, Virginia, or the District of Columbia
 - or*
 - Possess a valid and current Maryland or District of Columbia board issued license
- Knowledge of best practices in pedagogical techniques
- Experience in a school setting