

JOB TITLE: Student Support Counselor – North Central (Temporary Position - Spring Semester 2016)

REPORTS TO: School Director/Principal/Senior Student Support Counselor

JOB GOAL: Assist in creating and contributing to a strong school culture, dedicated to honoring and nurturing every YES Prep student by promoting and supporting all students' academic, social, emotional, and behavioral potential, while serving as a resource to parents, students and staff.

ILLUSTRATIVE RESPONSIBILITIES AND DUTIES:

- Establish solution-focused procedures and data-driven practices to more effectively serve students, families, and staff
- Utilize data in assessing needs of, and planning positive caring school culture, prevention and social/emotional programming for grade level/school-wide programming
- Conduct quality assessments which offer professional impressions and lead to the development and implementation of evidence based intervention methods supporting student achievement
- Identify, report, and develop evidence based interventions for targeted students
- Consult and collaborate with campus and system staff, parents/guardians, and community partners in a multi-disciplinary approach to identify and reduce barriers to student achievement and persistence
- Work to establish a positive and appropriate rapport with stakeholders which leads to the development of goals to maximize student achievement
- Seek out community resources to establish partnerships that can provide access and services to students, parents, and staff and make appropriate referrals
- Advocate consistently and proactively on behalf of students and families based on an understanding of and respect for various cultures and socioeconomic groups represented in the school and community
- Seek and utilize formal and informal feedback from multiple stakeholders to improve services and enhance professional growth
- Actively engage all students and build positive relationship with appropriate boundaries
- Demonstrate high level of skills and abilities in crisis intervention. Assist in assessing level of crisis and plan appropriate response
- Mediate conversations with stakeholders as appropriate
- Pursue continuous enhancement of knowledge and skills through supervision, professional development, and continuing education for appropriate licensure requirements
- Maintain accurate records while ensuring adequate safeguards for the privacy and confidentiality of information and records
- Additional duties as assigned.

PROFESSIONAL EXPECTATIONS:

- Demonstrate behavior that is professional, ethical, and responsible;
- Participate in workshops, seminars, and conferences to enhance knowledge and skills;
- Demonstrate knowledge, and support of YES Prep Schools' mission, values, standards, policies and procedures, confidentiality standards, Employee Field Guide expectations, and code of ethical behavior as stated in the Field Guide;
- Ensure compliance with all state and federal laws, local board policies, administrative guidelines, and the Texas Educators' Code of Ethics;
- Serve as appropriate role model for YES Prep colleagues, students, staff, and parents;
- Conduct self in a professional manner at all times;
- Ability to perform a variety of tasks, often changing assignments on short notice, with little to no direction;
- Ability to communicate effectively and appropriately with others.

QUALIFICATIONS:

The ideal candidate for this position will possess the following:

Education/Certification:

- Bachelor's Degree from an accredited four-year educational institution
- Master's degree in Social Work or Counseling
- Hold a LMSW, LCSW, LPC or obtain one of these credentials within 6 months of employment

Experience:

- Knowledge of child and adolescent development models;
- Knowledge of mental health issues and service provider resources;
- Knowledge of state and federal guidelines for identifying and reporting At-Risk students;
- Ability to interpret and implement laws, rules, and policies;
- Knowledge of crisis management procedures;
- Knowledge of current educational trends, methods, research, and technology;
- Excellent public relations skills;
- Ability to exercise excellent judgment in decision-making;
- Ability to facilitate variously sized groups using facilitative leadership skills;
- Ability to gather data, compile information, and prepare reports;
- Skills in planning, and organization;
- Ability to analyze data in order to make improvement recommendations

Skills and Mindsets:

- Belief in and commitment to the mission and core value of YES Prep Public Schools;
- Openness to giving and receiving frequent feedback;
- Demonstrated ability to work on a team;
- A dedication to learn, grow, and develop as a professional;
- Belief that every student can and will achieve;
- Ability to work urgently in a fast-paced and results-oriented environment;
- Strong written communication skills;
- Ability to juggle multiple tasks and initiatives at once;
- Detail-oriented and self-directed;
- Initiator, problem-solver, and creative thinker;
- Ability to maintain emotional control under stress.
- Demonstrates commitment to values and ethics of Social Work and Counseling professions
- Demonstrates knowledge of social work and counseling principles, best practices, laws, and regulations related to students and families, and available community resources

Physical Demands/Environmental Factors:

- Frequent prolonged and irregular hours of duty
- Some light manual labor
- Endure inclement weather conditions to provide for student safety

COMMITMENT AND COMPENSATION:**Length of Work Year:**

Year-round position; evening and weekend commitments also will be required

Compensation and Benefits:

Compensation commensurate with experience; YES Prep - Houston offers a friendly and committed team of colleagues, and a comprehensive benefits plan including medical, dental, vision, life, and disability, plus supplemental policies, and retirement programs, including the Teacher Retirement System of Texas (TRS) and a 401(k) plan.

* The forgoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required. YES Prep Public Schools is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, gender, sexual orientation, national or ethnic origin, age, disability, pregnancy, or veteran status.