

GUIDANCE COUNSELOR VACANCY CIRCULAR

School Name: Bronx Delta School

District: 08

School Site: 650 HOLLYWOOD AVENUE, BRONX NY 10465

Send Cover Letter and Resume to: apply@bronxdelta.com

POSITIONS

Guidance Counselor

DESCRIPTION

Bronx Delta School is an elementary school founded on the principle that students must learn how to set their own goals, and then learn strategies for persevering to achieve those goals. We will provide the tools and support to empower students and families to select the goals that will ultimately help them succeed in the college or career of their choice. As a community, we will work together to develop students who strive for academic, social and emotional growth.

We are seeking a guidance counselor who is committed to developing these social and emotional skills in students through Character Education and targeted small group time, in addition to mandated sessions. We are looking for someone with the capacity to implement and manage staff training for a positive school-wide behavior program. Most of all, we are excited to find a guidance counselor who is passionate about supporting each and every student, teacher, and family member in our community to make positive changes through setting goals and persisting to achieve them.

A 3-5-day summer planning institute will offer an essential opportunity for staff to be involved in developing the school's culture and instructional program. Because we believe that all staff members play an important role in the education of our students, the school will offer opportunities for Guidance Counselors to assist with or participate in activities like:

- After-school and/or Saturday tutoring, enrichment, sports, arts, and family programs
- Inquiry work with teachers and other staff members
- In-house committees and/or special programs
- After-school and/or Saturday Professional Development opportunities throughout the course of the school year

Advance notice of dates will be supplied, and those who participate will be compensated according to the terms of the UFT contract. Staff participation in these activities is voluntary, although strongly encouraged, as they are very important to the development of the school.

ELIGIBILITY REQUIREMENTS

Licensed certified Guidance Counselor in New York City schools, bilingual Spanish preferred, with satisfactory ratings and attendance.

DUTIES AND RESPONSIBILITIES

Because roles in small schools are varied and complex, serious consideration will be given to applicants who demonstrate in their resume and cover letter experience and/or willingness to commit to the school's mission and core beliefs and to become involved in these essential aspects:

- Collaborating to develop and implement behavior intervention plans to support the academic, social and emotional development of students

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- Participating in regular faculty development and being involved in collaborating on the school's guidance program
- Maintaining regular and open communication with parents
- Identifying and making appropriate referrals to meet and support students' academic, social, and/or mental health needs
- Seeking out resources and services outside our school to improve the emotional, social and academic well-being of our students and their families
- Participating in recruiting and providing orientations to prospective and incoming students and parents, workshops (PTA/at risk students, etc) and other public speaking events
- Organizing and/or attending all IEP conferences and meetings, pupil personnel committee meetings, and attendance team meetings focused on improving student attendance
- Collaborating with teachers and providing expertise on socio-emotional aspects of learning to develop a Character Education curriculum and implement a Positive Behavioral Interventions & Supports system
- Counseling students, individually and in groups, regarding academic readiness, discipline-related guidance issues, social and emotional development, substance abuse (if trained), and conflict mediation
- Providing support and outreach to students with IEPs

SELECTION CRITERIA

The successful candidate will demonstrate:

- Willingness to carry out the above duties and responsibilities
- Evidence of successful counseling strategies with regard to academic readiness, discipline-related guidance issues, social and emotional development, substance abuse (if trained), and conflict mediation
- Knowledge of and experience with contemporary issues that affect youth living in high poverty communities and provide strategies to staff in promoting social and emotional competence throughout the building
- Commitment to developing professional goals and objectives in collaboration with the administration that will monitor progress and assess effectiveness in enhancing student development and achievement
- Knowledge of or ability to make referrals for students in need of additional services or alternative placements
- Knowledge of both ELL/ESL standards and Special Education compliance requirements
- Strong written and oral communication skills
- Ability and/or willingness to use or learn to use Google Apps, Microsoft Word, Excel, and PowerPoint, and Smartboard Notebook
- Ability to retrieve, organize, and report student data using all NYCDOE data systems (e.g. ARIS, STARS, AIS, SESIS) and to use that data to inform counseling practices
- Success in working collaboratively with colleagues, parents/caregivers and community-based organizations and other organizations that offer social and emotional supports to students
- Ability to use expertise on socio-emotional aspects of learning to develop and teach a Character Education curriculum and implement a Positive Behavioral Interventions & Supports system

In addition to the cover letter, resume, and interview, applicants must present three references including, if possible, one from a current supervisor. Other references might include a colleague with whom the applicant has collaborated, and/or a professional organization or staff development representative.

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WORK SCHEDULE & SALARY

As per Collective Bargaining Agreement