

## **GUIDANCE COUNSELOR VACANCY CIRCULAR**

**SCHOOL NAME:** Baychester Academy

**District:** 11

**School Site:** PS 169

**Send Cover Letter and resume to:** baychesteracademyhiring@gmail.com

**Deadline to apply:** April 30, 2009

### **POSITIONS:**

Subject to sufficient budget, positions in the school may include, but not be limited to, the following license:

- Guidance Counselor

### **DESCRIPTION:**

Baychester Academy is a new school construction building set to open in September 2009. Baychester Academy is focused on high quality instruction, strategic use of data and the integration of technology. We are seeking energetic, collaborative educators with a proven track record of strong student achievement results.

### **ELIGIBILITY REQUIREMENTS:**

Licensed certified Guidance Counselor in New York City Elementary Schools, with satisfactory ratings

### **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 become involved in these essential aspects:

- Practice counseling to facilitate professional growth and collaboration
- Collaborate with school staff in supporting students.
- Participate in regular faculty development, reflective practice, professional organizations, peer coaching and school based study groups (model to be determined at school level)
- Counsel students, individually and in groups, regarding academic readiness, discipline, social and emotional development, substance abuse, conflict mediation, graduation requirements, college admission, career planning etc and making appropriate referrals
- Willingness to maintain regular and open communication with parents
- Organize community functions, workshops (PTA/at risk students, ect) and other public speaking events.

### **SELECTION CRITERIA:**

- Evidence of capacity and willingness to carry out the above duties and responsibilities
- Ability to offer leadership to staff and teachers around guidance issues
- Evidence of successful counseling strategies with regard to academic readiness, discipline, social and emotional development, conflict mediation (Positive Behavior Intervention System, PBIS)
- Experience collaborating on grade level teams
- Applicants should provide written references. One might include a peer with whom the applicant has collaborated. Others might include faculty development or professional organization representative or a student

### **WORK SCHEDULE AND SALARY**

As per Collective Bargaining Agreement