

CAREER OPPORTUNITY

Title: School-Based Counselor

Hours: School Year, Part-Time hours with potential for full-time (Non-Exempt)

Brief Description:

This position is designed to implement and facilitate the ECHO* program utilizing Second Step curriculum in local schools and provide mental health counseling to students.

**Empowering Children with Hope and Opportunity*

ESSENTIAL FUNCTIONS OF THE POSITION: (not all-inclusive)

1. Key Responsibility Area: Implementation/Facilitation of ECHO/Second Step Program

- A good candidate has knowledge of Educational Systems and Second step evidence-based programming.
- The ideal candidate must be familiar with ECHO and Second Step programs
- Have a working understanding of social-emotional learning, administer pre/post testing, gather data and ability to analyze the data
- Teach social and emotional knowledge skills to students while providing family intervention referrals
- Possess an understanding of childhood development, assist students develop appropriate social interactions skills, support students with understanding and accepting self and others
- Be able to facilitate small groups, provide short-term counseling to students, make appropriate community referrals as needed.

2. Key Responsibility Area: Collaboration with School Administration/Staff

- Participate in school events, collaboration with teachers, staff, and administration
- Foster professional development with staff/teachers and assist teachers with positive behavior management interventions/strategies,
- Develop intervention strategies to increase academic success while educating school staff relating to psychosocial challenges that may affect learning

3. Key Responsibility Area: Documentation and Communication Skills

- Complete duties as indicated in a clinically appropriate timeframe
- Clinically record documentation completely and up to date
- Maintain statistical data and agency forms accurately and submit in a timely manner
- Information (written and oral) is communicated to staff, client, families, and other agencies in a clear, accurate, timely, and professional manner

Minimum Requirements:

- Bachelor's degree in social work or counseling
- Knowledge of resources, organization, and community
- Knowledge of Second Step program
- Knowledge of childhood development
- Willingness to work flexible hours

*Interested candidates should send a resume with salary requirement to:
Human Resources, Catholic Social Services of the Miami Valley
922 W. Riverview Ave., Dayton OH 45402
or e-mail to jobs@cssmv.org or fax to 937.222.6750*