**School Name: Middle School of Innovation**

**District: 21**

**School Site:** 2202 60th Street Brooklyn, NY 11204

**Send Cover Letter and Resume to:** middleschoolofinnovation@gmail.com

**POSITIONS**

Guidance Counselor

**DESCRIPTION**

At the Middle School of Innovation (MSI), our mission is to empower middle school students to take charge of their future through a dynamic, inclusive, and hands-on learning experience. We provide a personalized education that meets each student where they are, fostering their unique strengths and passions. Through a STEAM-based curriculum, we will differentiate instruction and equip students with the skills and knowledge necessary for success in tomorrow’s world, preparing them for high school, career pathways, and beyond. We believe that every child, regardless of background or ability, deserves the opportunity to explore, innovate, and thrive in a supportive and inspiring environment.

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
* In-house school committees and/or special programs.
* Inquiry work with teachers and other staff members and collaborative conversation among all staff members.
* Any other opportunities you’ll have in your school that are outside of guidance counselors’ contractual obligations, but within the scope of a guidance counselor’s responsibilities.

*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 +language 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:

|  |
| --- |
| * Facilitate counseling for students’ academic readiness, social-emotional growth, and graduation requirements. * Counsel individual and group students on topics like academic progress, emotional development, and substance abuse (if trained). * Complete and document annual Individual Progress Reviews for students in grades 6-12. * Collaborate with staff to develop behavior intervention plans that support students' academic and emotional development. * Work with teachers to enhance the advisory program and provide expertise on socio-emotional aspects of learning. * Support teacher-advisors in developing their advisory skills and the program’s effectiveness. * Participate in faculty development and collaborate on the school’s guidance program. * Communicate regularly with students and families to track academic progress toward graduation requirements. * Provide transitional counseling and support for students with IEPs. * Maintain partnerships with educational institutions, industry partners, and community organizations to support academic and career opportunities. |

**SELECTION CRITERIA**

The successful candidate will demonstrate:

* Willingness to carry out the above duties and responsibilities

|  |
| --- |
| * Demonstrated success in counseling strategies for academic readiness, discipline issues, social-emotional development, substance abuse, and conflict mediation. * Ability to lead staff and teachers in supporting students’ social and emotional development. * Experience assisting staff with guidance-related topics in advisory programs. * Knowledge of contemporary issues affecting youth in high-poverty communities and strategies for promoting social-emotional competence. * Familiarity with best practices in social-emotional intelligence and adolescent development. * Commitment to collaborating on goal setting and monitoring progress to enhance student development and achievement. * Experience working with colleagues, parents, and community partners to support student well-being. * Proficient in using data to inform counseling practices and reporting through NYCDOE systems. Knowledge of or ability to make referrals for students in need of additional services or alternative placements * Experience forming partnerships with community organizations to provide social-emotional support to students. * Strong knowledge of college readiness and the ability to assist in developing a college-bound culture. |

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.

**WORK SCHEDULE & SALARY**

As per Collective Bargaining Agreement

[Guidance Counselor Posting 2025](https://docs.google.com/document/d/1e0CT9kqlxQpnABLXVpmR-pnq6k85hWNk/copy)