**School Name:** MS 644 - Bronx Debate Academy

**District:** 09

**School Site:** Aurelia Greene Campus, 1302 Edward L Grant Hwy, Bronx, NY 10452

**Send Cover Letter and Resume to:** newschool644@gmail.com

**POSITIONS**

Guidance Counselor

**DESCRIPTION**

MS 644 is a Dual Language Spanish-English, Debate, and Experiential Learning school. All languages of students are welcomed! Students will either take Dual Language classes in both Spanish-English or students will have classes in English with a Spanish Elective. Each content area will utilize debate and experiential learning in their instruction in order to connect the classroom to the real world. Students will have trips each Marking Period. In 8th grade, all students will take regents in Algebra, Biology and U.S. Government. Also, we will offer SHSAT preparation courses for Specialized High Schools. During our expanded learning and afterschool time, all students at MS 644 will be exposed to a variety of enrichment activities: the arts, sports, different clubs, and the debate team. Additionally, we will have a Saturday Academy that provides both academic and extracurricular enrichments.

MS 644 New Vision Statement

To develop students who are free to think, serve, and lead themselves and their communities.

MS 644 New Mission Statement

To develop young leaders and independent thinkers through debate who grow personally, academically, and professionally.

Our Slogan

Think - Serve - Lead

We are seeking to hire staff with a commitment to instructional growth, leadership growth and collaboration, and a commitment to our core values, our LAURELS, which represents who we are and what we do:

1. **L**ove: We can all love.
2. **A**chievement: We can all learn.
3. **U**buntu: We are all interdependent.
4. **R**espect for Culture & Identities: We all have language.
5. **E**ffectiveExpression**:** We all have a voice.
6. **L**eadership: We are all leaders.
7. **S**ervice: We can all serve.

An 8-day summer planning institute will offer an essential opportunity for staff to be involved in developing the school’s culture and instructional program. Additionally, the school will offer opportunities for staff to participate in:

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.

*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:

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| * Make appropriate referrals, counseling students, individually and in groups, regarding: academic readiness, discipline, social and emotional development, substance abuse (if trained), conflict mediation, and graduation requirements. * Documenting counseling services using case note * Providing support to teacher-advisors as they develop the advisory program and their skills as advisors * Guiding students in preparing their college and career readiness plans by assisting with registration for PSAT and SAT, registration and preparation for filing the FAFSA, and preparation and mailing of college applications * Organizing and conducting pupil personnel committee meetings * Completing annual review cards on all students grade 7-12 as per NYS Part 100.2 * Maintaining regular and open communication with parents * Identifying and making appropriate referrals to meet and support students’ academic, social, and/or mental health needs * Developing and maintaining partnerships with participating educational institutions, industry partners, and community-based organizations to support school initiatives including job shadowing, internships, and other academic opportunities * Providing orientations (incoming students, workshops, fairs etc), workshops (PTA/PA, at risk students, etc) and other public speaking events |

**SELECTION CRITERIA**

The successful candidate will demonstrate:

* Willingness to carry out the above duties and responsibilities

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| * 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 * Ability to offer leadership to staff and teachers around the social and emotional development of students * 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 * Success in working collaboratively with colleagues, parents/caregivers and partners * Ability to use data to inform counseling practices * Ability to retrieve, organize, and report student data using all NYCDOE data systems (e.g. STARS, AIS, SESIS, OORS, ATS, etc.) * Evidence of success in forming successful partnerships with community-based organizations and other organizations that offer social and emotional supports to students * Strong knowledge of college readiness, college preparation and willing to assist in the development of a college-bound school culture * Knowledge of both ELL/ESL standards and Special Education compliance requirements * Strong written and oral communication skills |

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