**School Name:** P643X

**District:** 75

**School Site:** 639 St. Ann’s Avenue, Bronx NY 10455 & 2075 Webster Avenue, Bronx NY 10457

**Send Cover Letter, Resume and Portfolio to:** [infop643x@gmail.com](mailto:infop643x@gmail.com)

**POSITIONS**

Guidance Counselor

**DESCRIPTION**

Our mission at P.643X is to help our students achieve high levels of social-emotional and academic success.  We will collaborate with parents and the community to create a safe, supportive, nurturing environment that respects our students' individuality and promotes rigorous, differentiated academic instruction that leads to successful college and career readiness. We are seeking candidates with the capacity to create collaborative, results-driven learning environments grounded in the principles of social emotional learning, positive behavior supports and standards-based instructional experiences with modifications where all children and their families feel understood, secure and supported in their growth.

A 3-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 teachers to participate in:

* In-house school committees and/or special programs.

*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 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:

* Practicing counseling to facilitate professional growth and collaboration that supports overall learning environment for students
* Counseling students, individually and in groups, regarding academic readiness, discipline-related guidance issues, social and emotional development, conflict mediation, and making appropriate referrals
* Collaborating to develop and implement behavior intervention plans to support the academic, social and emotional development of students
* Collaborate with teachers and provide expertise on socio-emotional aspects of learning
* Organizing and collaborating on pupil personnel committee meetings
* 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; seeking out resources and services outside our school to improve the emotional, social and academic well-being of our students and their families
* Providing orientations, workshops (PTA/at risk students, etc.) and other public speaking events and maintaining regular and open communication with parents
* Working with attendance team to help improve student attendance
* Attending all IEP conferences and meetings

**SELECTION CRITERIA**

The successful candidate will demonstrate:

* Willingness to carry out the above duties and responsibilities
* Ability to offer leadership to staff and teachers around the social and emotional development of students
* Familiarity with professional literature and best practice in social and emotional intelligences, and adolescent development
* Ability to retrieve, organize, and report student data using all NYCDOE data systems (e.g. ARIS, STARS, AIS, SESIS)
* 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
* Experience collaborating on an interdisciplinary grade level team
* 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