

Holyoke High School Dean Campus
Full-Time Adjustment Counselor Substitute
(Nov.-Feb. 2020)

E-mail Cover Letter and Resume to Mayra Rodriguez,
mayrarodriguez@hps.holyoke.ma.us

Job Description:

- Provides counseling services to students with parents, families and staff as an integral part of helping students succeed in identifying strengths that enhance educational, social and emotional growth.
- Consults and collaborates with other school personnel in gathering and giving information to support students' academic, socioemotional and overall well-being.
- Oversees and facilitates the Dean Campus Care Team, a student support team that meets weekly with integral student support personnel to determine needs of students and plan/implement appropriate interventions.
- Facilitates weekly student groups.
- Provides immediate support and intervention to students who are expressing suicidal, homicidal ideation or self-harm.
- Work with students on an individual basis on the solution of personal problems related to home and family relations, health and emotional adjustments.
- Makes home visits for the purpose of gathering helpful information on a student's background.
- Serves as a liaison between home and school when considerable follow-up is necessary.
- Maintains student records and protects their confidentiality.
- Communicates to school personnel an understanding of the physical, social, emotional and psychological factors that strengthen or detract from a student's academic achievement.
- Acts as a liaison between home, school and community.
- Provides educational, behavior management and mental health information and consultation to school personnel, parents and the community.
- Supports students returning to school settings after a period in a juvenile justice or other facility; assists them in making the transition back to school and developing individual plans; and facilitates as a liaison between students' teachers, families and other, appropriate persons to ensure a satisfactory re-entry to school.
- Collaborates with Guidance Counselors to create academic course load for students
- Other duties as assigned by Building principal.

Qualifications:

- Master's Degree in Counseling, Social Work or related field.
- ***Ability to begin mid to late November-until mid February 2020. Flexibility to begin earlier if needed.***
- Massachusetts Certification in Academic Professional Support Personnel, School Social Worker/Adjustment Counselor with SEI Endorsement preferred.
- Communication Skills with parents
- Commitment to ensuring academic success for all students
- Experience working in an urban setting, preferred
- Experience working with diverse student populations, preferred
- Ability to read, interpret, and apply student performance data to instructional planning and execution
- Strong written and verbal communication skills; excellent teamwork skills
- Bilingual applicants (Spanish) strongly encouraged to apply
- **E-mail Cover Letter and Resume to:**

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