



HIGH SCHOOL STUDENT COUNSELOR Job Description

This is a .8FTE exempt faculty position.

Overview:

SFWS is seeking an experienced counselor to work in a healthy, small community high school (160 students). The High School Student Counselor acts as a resource to support students as they journey through four years of high school education during their adolescent years, supporting the development of positive self-esteem, helping students identify behavior patterns that may hinder their success, and acting as an adult guide to assist students in learning to make healthy choices that unfold their full potential. Among other duties, the High School Counselor supports students on a day-to-day basis, refers students and families to outside counselors as appropriate, and is a member of our Individualized Learning Committee.

SF Waldorf School was established in 1979, and added our high school in 1997. We are on two campuses in San Francisco. The high school enrollment is 160 and the lower school approximately 350, not counting our early childhood program. Our school has a wealth of teaching experience, vibrant programs and engaged, eager students.

Qualifications of the High School Counselor:

The Counselor will have a vision of the direction education must take in order to speak meaningfully to the teenager of today and a developmental understanding of the adolescent. We are seeking a Licensed MFT or LCSW and/or PPS credential. Intern level MFT or LCSW may be considered. Equivalent credentials from outside California are also welcome to apply. A true interest in and ability to connect with teens is a must, as well as excellent organizational and communication skills. Knowledge and experience with Waldorf Education preferred but not required.

Responsibilities of the High School Counselor:

- The primary role of the HS Counselor is to support students and families on a day to day basis. The types of support provided to students and families may include: support with time management and stress; help student manage a mental health diagnosis such as Anxiety, Depression, or PTSD; respond to student crises; consult with guardians and provide family or student with relevant referrals for

outside counseling or other resources within and outside of the school; obtain release and consult as needed with outside professionals who are working with our students such as therapists, medical doctors, psychiatrists and social workers; contact CPS if needed; facilitate conversation between student and teacher; facilitate conflict resolution meetings between students. HS Counselor is expected to appropriately document all meetings with students, families, and teachers according to their license standards.

- Member of the Individualized Learning Committee (ILC); attend weekly ILC meetings to discuss students with learning differences. Facilitate or attend meetings with students and parents regarding behavior / learning needs as needed. Co-case manage student accommodations based on a mental health diagnosis.
- Teach Health to 9th, 10th, and 11th grades including Sex Ed, drug and alcohol education, and tools for healthy living. HS Counselor must have a strong interest in adolescent Health and create the curriculum for these classes. As the Health Educator, the HS Counselor is responsible for bringing in outside speakers and/or organizations to provide further drug and alcohol education to students.
- Kitch Scholar Coordinator; The school offers 2 full scholarships each year and the HS Counselor supports these families in their transition, acts as point of contact at the HS, and consults with outside organizations that may support these students (e.g. SMART).
- 9th Grade; attend the spring orientation for the incoming freshman and support students as they transition into high school; 9th grade orientation team member at the beginning of school.
- Coordinate the Peer Mentoring Program, including recruiting, training and supporting this group of seniors in their effort to support students and bridge the gap between the older and younger grades.
- Safety Committee Member; tasked with promoting awareness of mental health issues and resources for all community members.
- Academic Advisor to students, as needed.

Benefits and Compensation:

This is a .8FTE position which comes with full benefits including medical, dental, flexible spending plans, retirement plan (after one year), and prorated (.8) tuition remission for eligible dependents in our Nursery – Grade 12 program. Salaries are paid on a 12-month schedule.

Physical Requirements and Work Environment:

- Be able to occasionally lift up to 30 lbs.
- Work intermittently in outside weather conditions, including heat and cold
- Regularly sitting or standing 4-8 hours

FLSA Classification: Faculty; Exempt from overtime

Reports to: High School Chair

Hired by: High School Steering Committee

Date Modified: September 2020

San Francisco Waldorf School is an equal opportunity employer that does not discriminate based on race, ethnicity, age, gender, or any protected class. We recognize that the range of ethnicities, nationalities, languages, socio-economic backgrounds, sexual orientation, learning differences, and life experiences within our community enhance the school's learning environment, and we are committed to fostering equity and inclusion. All minorities are encouraged to apply.

Please send resume and letter of interest to jobs@sfwaldorf.org