



Job Title: School Counselor
Reports To: Division Head
FLSA Status: Exempt
Salary: \$4,334 to \$6,667 Monthly
Anticipated Start Date: Immediately

ABOUT ST. ANNE'S EPISCOPAL SCHOOL

St. Anne's is an independent PS-8 co-educational school enrolling approximately 430 students across the Denver metro area. We are an uplifting community that fosters a sense of belonging while providing a program where students can thrive academically, athletically, artistically, emotionally, and socially. We build character and integrity upon a spiritual, moral, and ethical foundation and strive to foster the development of people who make significant and lasting contributions to society. St. Anne's graduates know themselves, care for others and strive to serve and improve their communities.

MISSION

Grounded in our founding values, we cultivate a community of curious and compassionate learners who are inspired to serve and enrich our world.

VALUES

Community, Curiosity, Faith, Compassion, Humility

POSITION DESCRIPTION

St. Anne's Episcopal School is seeking a full-time **School Counselor** for preschool through 4th grade to begin immediately in January 2025.

OVERALL RESPONSIBILITIES AND EXPECTATIONS

- Provides classroom guidance and assists teachers and administrators in establishing appropriate behavior management protocols.
- Educates students about self-awareness and self-esteem, problem-solving and conflict resolution skills, making friends and avoiding bullying behavior, and understanding their learning uniqueness.
- Teaches counseling classes to preschool-4th graders, emphasizing age-appropriate strategies for personal development, social interaction, and emotional health.
- Identifies and supports students in need of support, assesses their level of need, refers to appropriate services, and follows up to monitor response to interventions/services.
- Provides short-term individual and small-group counseling.
- Serves as a resource for students, faculty, administrators, and parents to understand and deal with the social, emotional, behavioral, and personal needs of students.



- Emphasizes preventive and developmental counseling to provide students with life skills needed to deal with problems and to enhance their personal, social, and academic growth.
- Consults with and serves as a resource for teachers, staff, and parents regarding the developmental needs of students, which includes, but is not limited to the following:
 - Conducts and facilitates conferences with teachers, students, and parents.
 - Conducts in-service programs for faculty and staff.
 - Models appropriate behavior with student, parent, and colleague interactions.
- Maintains records to document interactions, interventions, and decisions in accordance with state law, industry standards, and St. Anne's Policies.
- Conducts structured, goal-oriented counseling sessions in response to identified needs relative to achievement and school success of individuals and groups of students.
- Refers students and their parents to community agencies, programs, or specialists as appropriate. Maintains a comprehensive list of community resources.
- Partners with the Lower School Head and Assistant Lower School Head to write support plans for students who need behavioral support.
- Expertise in prevention, intervention, and crisis counseling is also desired.

IDEAL QUALIFICATIONS:

- Master's degree in social work, psychology, or school counseling is required.
 - Licensed in Colorado or have the ability to become licensed (i.e., LCSW-C, LMSW, LCPC), preferred.
- Minimum of three years experience providing direct clinical care to children.
- Experience working with elementary school students, and experience working with children and families in a school setting, is preferred.
- Understanding of common diagnostic assessment tools & formulation; working understanding of current treatment approaches.
- Experience implementing individual, group, and/or universal evidence-based interventions.
- Ability to build a strong rapport with students, families, school personnel and external support providers.
- Ability to create, develop and teach social-emotional curriculum responsive to current needs in child development.
- Knowledge of current research related to adolescent social-emotional development and mental health.
- Ability to collect, review, and analyze data, in order to improve support services.
- Willingness to develop one's own knowledge and skills through professional development.
- Ability to work and communicate effectively and efficiently with and within a culturally diverse student body, staff, and community.
- Demonstrated ability to be flexible, visible, resilient, collaborative, and approachable.
- Adherence to ethical standards and best practices of state and national school counselors.
- An enthusiastic and strong work ethic, a team player, and a self-starter.

St. Anne's Episcopal School is committed to creating a supportive learning environment where all individuals are valued for their unique contributions and are able to achieve their highest potential. We strongly believe that a diverse and inclusive environment is the best learning environment for our students and prepares them to live, work, and thrive in an increasingly global and multicultural community. We reject all prejudice, particularly those based on race, national and ethnic origin, religion, socioeconomic status, gender identity, sexual orientation, and physical characteristics.



St. Anne's believes that each individual is entitled to equal employment opportunity without regard to race, color, religion, gender or gender identity, national origin, age, sexual orientation, ancestry, disability genetic information, veteran status or any other characteristic protected under federal, state or local anti-discrimination laws. The school's equal employment opportunity practices extend to recruitment, hiring, selection, compensation, benefits, transfer, promotional opportunities, training, discipline, and all other terms, conditions and privileges of employment.

SALARY RANGE & BENEFITS

\$4,334 - \$6,667 Monthly (Commensurate with Experience)

St. Anne's offers a competitive benefits package which includes medical, dental and vision coverage, 403(b) retirement inclusion, long-term disability, life insurance, free lunch and tuition assistance.

Interested candidates can send their cover letter, resume, Philosophy of Education statement, and list of references to Rene Reynolds, Director of Human Resources, at recruiting@st-annes.org.