



## Rim of The World Unified School District

*Honor - Valor – Service – Pride*

### **JOB TITLE: K-8 Itinerate School Counselor**

#### **BASIC FUNCTION:**

Under the direction of the Director of Educational Services, assist students with academic learning by providing strategic services that identify and address the social-emotional-environmental issues that interfere with the educational process; work with parents/guardians, teachers, counselors, administrators, and community-based resources to implement strategies that promote students' positive school adjustment; identify and provide interventions for students and families that will assist in creating positive learning environments for students; help to build resiliency strategies, programs, and services that build self-esteem, nurture positive development and school connectedness.

#### **ESSENTIAL DUTIES:**

Work with students, families, teachers, and site counselors to solve problems relating to student achievement and mental health.

Identify students in need of support services aimed at correcting problems that may be affecting attendance, achievement, and behavior.

Manage crisis situations involving students as they arise.

Assess home, school, and personal and community factors that may affect student learning.

Identify and provide intervention strategies for students and their families including counseling, case management, and crisis intervention.

Consult with teachers, site counselors, and administrators regarding social and emotional needs of students.

Coordinate family, school, and community resources on behalf of students.

Provide educational workshops on identified issues related to child development, stress reduction, discipline and safety, and teacher/parent/student communication.

Participate as a member of 504, IEP, SST and other school-based teams to develop interventions for student success.

Participate in the District's SARB.

Conduct home visits to promote positive connections between the parent/guardian and school setting around identified issues.

Promote understanding of factors that affect culturally diverse populations.

Maintain required student records and clinical logs as appropriate.

Assist administrators with providing requested information by outside agencies like courts, child protective services, etc. for the purpose of providing requested information, gaining information, and making recommendations.

Assist student in developing positive social skills, relationships with peers, staff, parents and other members of the surrounding community.



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### **OTHER DUTIES:**

Perform related duties as assigned as assigned.

### **KNOWLEDGE AND ABILITIES:**

#### KNOWLEDGE OF:

Child development theory and stages.

Community resources and social service agencies available for students and families.

Counseling strategies and techniques.

Applicable laws, codes, regulations, policies and procedures.

#### ABILITY TO:

Communicate in Spanish, orally and in writing, preferred.

Work collaboratively with people from all ethnic and economic backgrounds.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Work independently with minimal supervision.

Maintain a professional demeanor in difficult and stressful situations.

Utilize technology as an information management and educational tool.

Analyze situations accurately and adopt an effective course of action.

Maintain records that meet the needs of students, school, and the District.

Incorporated within one or more of the previously mentioned performance responsibilities, which are essential functions of this job description, are the following essential physical requirements:

Ability to work at a desk and in meetings of various configurations.

Ability to read printed matter and computer screens.

Ability to communicate so others will be able to clearly understand a normal conversation.

Ability to understand speech at normal levels.

Ability to bend, twist, stoop and reach.

Ability to drive a personal vehicle to conduct business.

### **OTHER INFORMATION:**

Employment is subject to and contingent upon the completion of a criminal background check by the California Department of Justice. Convictions of certain crimes, including, but not limited to sex and narcotics offenses and serious and violent felonies, as specified in the Education and Penal Codes, will bar employment with the District. In addition, employees will be required to provide a current verification of a negative TB test prior to employment.

### **CREDENTIAL:**

Must possess a valid California Pupil Personnel Services credential authorizing service as a school counselor.

Must possess a valid California driver's license, private vehicle, and maintain current insurance.

### **WORKING CONDITIONS/ENVIRONMENT:**

Office environment.

Constant interruptions.

Seasonal heat and cold or adverse weather conditions.

Driving a vehicle to conduct work.



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### PHYSICAL DEMANDS:

Sitting for extended periods of time.

Ability to operate a computer keyboard.

Hearing and speaking to exchange information.

Reaching, pulling and pushing to open bus doors.

Bending at the waist, kneeling or crouching.

Reaching overhead, above the shoulders or horizontally.

Lifting, carrying, pushing or pulling heavy objects.

### WORK YEAR:

Teacher work year per negotiated contract

### SALARY:

Appropriate placement on the Certificated Unit Member Salary Schedule, plus 1.0649 ratio. For candidates from outside of the District, a maximum of ten years of verified, appropriate full-time experience is allowed for placement on the salary schedule.