



204 E. Muskegon St,  
Cedar Springs, MI 49341  
616-696-1204

[www.csredhawks.org](http://www.csredhawks.org)

*Vision - Cedar Springs Public Schools will prepare all students to be independent thinkers and life-long learners who are confident and engaged in their community and world.*

*Mission - Cedar Springs Public Schools is a welcoming, inclusive educational environment where students are challenged to reach their potential, and are prepared for life beyond school.*



# Elementary School Counselor

## Position Type:

Student Support Services

## Date Posted:

06/12/2018

## Location:

Cedar View Elementary

## QUALIFICATIONS:

Valid Michigan Teaching Certificate with School Counselor endorsement or Michigan School Counselor License  
Knowledge in learning theory, child development, behavioral disorders, testing and measurement, theory and technique of individual and group counseling  
Evidence of ability to work successfully with students, staff and community resources  
Demonstrated organizational skills and excellence in follow-through and detail management  
Demonstrated excellence in communications both written and oral, with students, staff, and parents  
Assist in promoting parent involvement, community relations, program evaluation and curriculum support where appropriate  
Teach classroom guidance lessons including Friendship Skills, Conflict Resolution and or other lessons as needed  
Serve on Student Study Team, Positive Behavioral Intervention Support Team, and Parent Engagement Team  
Use data to make informed decisions about school initiatives and individual student support  
Use research-based behavioral interventions to support student growth  
Counsel individuals and small groups of children toward academic, social and emotional growth  
Consult with and train teachers, parents and staff regarding children's needs  
Refer children and their parents to special programs, specialists and outside agencies  
Assist in implementing school wide PBIS practices and interventions  
Consult with principal to complete master schedule and class list compilation  
Plan and promote programs which enhance academic, social, or emotional growth of students

**REPORTS TO:** Building Principal

**START DATE:** August 2018

**SALARY:** \$38,155 - \$52,813 (prorated) based on experience and qualifications

**APPLICATION PROCESS:** Visit [Employment Opportunities](#) on our website