

Guidance Counselor Job Profile

School Description

Our Core Principles of Personalized Learning, Project-based Learning, Academic Progress, Career Pathways, and People guide all that we do. Student academic work is driven by projects, and instruction is based solely on the individual and collective needs of students. There are no predetermined classes where students move in groups according to a master schedule. Rather, teachers work together to arrange time for student instruction based on who needs it, when they need it, and how they best receive it.

Mission

To create an environment of academic excellence characterized by industry-focused experiential learning; mentors who nurture, guide and trust; and students who develop a natural thirst to learn in preparation for their lifelong journeys.

Vision

To develop a new generation of skilled talent by seamlessly transitioning graduates from high school to college and high-tech, high-wage jobs.

Summary

The guidance counselor at PPHS will assume professional responsibility for providing comprehensive developmental guidance and counseling services in the areas of educational and career planning, and social and emotional development so that each student develops the skills, attitudes, and knowledge to meet and exceed the State Core Curriculum Content Standards. Working collaboratively with other members of the school staff and with parents, the School Guidance Counselor acts as an advocate for the student, arranging for appropriate resources when necessary, and assisting students in understanding the school and its environment, understanding themselves and their relationships with others, understanding their strengths and needs, and planning for future educational and career opportunities.

Education

- Bachelor's Degree in School Guidance Counseling, Social Work, or related field
- Valid Indiana Special School Guidance Counseling License; preferred

Qualifications

- Have excellent experience in teaching and working with adolescents.
- Demonstrate knowledge and understanding of the components of a comprehensive developmental guidance program, child growth and development, strategies for effective career and educational planning, learning assessment and diagnosis, research related to learning, and the resources available in the school and community to assist secondary students.
- Have excellent integrity and demonstrate good moral character and initiative.
- Exhibit a personality that demonstrates enthusiasm and sensitive interpersonal skills to relate well with students, staff, administration, parents, and the community.
- Demonstrate the ability to listen well to adolescent needs and concerns.
- Experience working with a diverse student population.

Duties

- Implement, administer, and evaluate grant program(s)
- Counsel individual students to resolve educational, personal, emotional, and social needs and other areas of concern identified by the counselor, student, parents, teachers, administrators, or others associated with the student.
- Provide counseling services, including crisis intervention, to students experiencing difficulty with student growth and performance, referring students to other resources and agencies as needed.
- Work closely with teachers, administrators and other professional staff members, providing information and assistance where needed for the ultimate benefit of students.
- Utilize the resources of the community in developing and expanding counseling services and activities.
- Coordinate school and community resources when needed to assist a student and parents, working closely with other school personnel, including the administration, nurse, social worker, learning disabilities teacher consultant, attendance officer, and others.
- Provide a nurturing, supportive, and positive climate, using positive motivation that encourages student responsibility.
- Summarize, interpret, and disseminate current developments in the guidance and counseling field, through reading of professional journals, participation in professional development, and involvement in professional organizations.
- Exhibit PPHS values and excellence through effective verbal and written communication.
- Performs such other duties as assigned that will lead towards the success of the PPHS.

Additional Information

- Purdue Polytechnic High School is an Equal Opportunity Employer.
- Purdue Polytechnic High School offers competitive compensation and benefits.

If interested in next steps, please visit <https://pphs.purdue.edu/> to apply.