



## **HARVEST BEST ACADEMY**

### **Guidance Counselor (Elementary)**

#### **Position Reports to: School Principal**

#### **Position Description:**

The primary function of the school guidance counselor is to provide a comprehensive competency-based counseling program focused on the learning personal/social and career/vocational needs of all students.

#### **Duties and Responsibilities:**

- Provide academic support, including organizational study and test taking skills
- Assist students in setting goals and decision making
- Explore career awareness and planning
- Provide education on understanding self and others
- Engage in peer relationships, coping strategies and effective social skills
- Help students develop communication and conflict resolution skills
- Provide individual and small group counseling
- Engage in individual, family and school crisis intervention
- Consult, collaborate and work within the Student Support Services- Related Services team
- Provide classroom wide guidance lessons as needed
- Assist in the development of behavior plans and school wide needs assessments
- Other duties as needed

#### **Qualifications:**

- Bachelor's and/or Master's Degree in Guidance Counseling
- Valid Minnesota license teaching emotionally impaired students, school psychology, social work or guidance counseling

#### **Skills and Capabilities:**

- Ability to interact with students K-4 physical engagement, mobility throughout the building.  
Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

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