



Guidance Counselor

Job Type: Full Time Staff

Supervisor: Head of School

Role Summary: The Guidance Counselor provides counseling services to students, helping them navigate academic, personal, and social challenges. They will offer individualized support to students and work closely with teachers and administrators to foster a nurturing, Christ-centered environment where students can grow in wisdom, faith, and character. They are intentional about showing Christ and His love through their guidance and care of the students.

Duties and Responsibilities:

1. Academic Support:

- Counsel students in academic decision-making, course selection, and study strategies.
- Identify students who may need additional academic assistance and collaborate with teachers to provide interventions.
- Assist in creating personalized learning plans for students with unique academic needs.
- Offer guidance on career and college planning for middle and high school students, incorporating Christian values in career decision-making.
- Develop a thorough knowledge and become proficient in using the Academy's student information system.

2. Social and Emotional Counseling:

- Provide individual counseling for students dealing with personal, social, or emotional issues and assist families with counseling options in the community.
- Develop and facilitate workshops or seminars on topics such as bullying prevention, conflict resolution, mental health awareness, and stress management.
- Address issues like peer relationships, family dynamics, anxiety, depression, grief, and self-esteem, providing counseling grounded in biblical principles.
- Offer crisis intervention and support for students facing severe personal challenges or emergencies.

3. Spiritual Guidance:

- Integrate biblical principles into counseling sessions, helping students grow in their faith and character.
- Support students in exploring and deepening their relationship with God, offering prayer and spiritual counsel as needed.
- Collaborate with school administration to develop programs that promote spiritual well-being.
- Help students navigate the challenges of living out their Christian faith in a secular world.

4. Collaboration and Communication:

- Serve as a liaison between students, teachers, parents, and administration to ensure student well-being.
- Communicate with parents about students' progress and provide resources for family support.
- Attend school meetings, participate in staff development, and contribute to the overall school culture.
- Work closely with the administration and staff to create a holistic approach to student care.

5. Advocacy:

- Advocate for students' needs within the school program.
- Support the school's commitment to providing a safe, inclusive, and supportive environment for all of our students.
- Promote positive behaviors, self-respect, and respect for others in accordance with Christian values.

Qualifications:

- Review and affirm, without reservation to the Core Statements adopted by CCA include the CCA Mission, Vision, Core Values, Community Life Statement, Statement of Faith, Philosophy of Christian Education, School-wide Learning Outcomes, and Instructional Values.
- Bachelor's degree or higher in counseling or related fields. Master's degree preferred.
- Proven experience as a counselor with a thorough understanding of best practices.
- Excellent interpersonal skills, with the ability to build trusting relationships with students, parents, and staff.
- Strong communication, organizational, and problem-solving skills.
- Ability to maintain confidentiality and handle sensitive information with integrity.
- Compassionate, empathetic, and patient, with a genuine desire to help students succeed and thrive.
- Creative and proactive in developing programs and initiatives that support students' growth.
- Flexible and adaptable, able to work in a variety of situations and with a diverse student population.