



Title: School Counselor/Mental Health Coordinator
Reports To: Dean of Students
Status: Full-time, exempt, 10-months
Start Date: August 16, 2024
Salary: \$57,795-\$77,014, depending on experience

About Woodstock Day School

Founded in 1973, Woodstock Day School (WDS) is a progressive, independent school set on a 40-acre campus in New York's Hudson Valley. Located midway between the towns of Woodstock and Saugerties and roughly two hours north of Manhattan, WDS is a board-certified member of the New York State Association of Independent Schools and offers a unique and inclusive educational experience to approximately 200 students from nursery school through grade twelve.

WDS believes that there is no such thing as an "average" student, and our combination of purposefully small class sizes, intensely committed faculty and a culture of individual respect empowers our students to aim high, shape and achieve their personal goals, and prepares them to make a positive difference in a complex world. Added to the program in 2003, our middle and upper schools offer outstanding programs for grades 6-12, helping students discover their passions, achieve academic and personal excellence and demonstrate a commitment to service. WDS actively seeks to build a diverse community of educators.

Overview

The School Counselor/Mental Health Coordinator is a key member of the student support services team at the school, is supervised by the Dean of Students and works closely with the Director of Curriculum of Instruction, Division Directors, learning specialists, and teachers. The School Counselor/Mental Health Coordinator is responsible for promoting the general well-being of students, advocating for their emotional, mental and physical well being, as well as maximizing coping skills for students in difficult situations. Duties include providing direct and indirect counseling services to students experiencing social, emotional and/or behavioral problems that interfere with their performance in school, and facilitating communication among teachers and staff, parents, and community providers.

Ideal candidates embrace a range of pedagogical approaches, are excited about teaching in a progressive community and have demonstrated a commitment to addressing issues of diversity, equity, and inclusion within and outside the classroom.

Key Responsibilities

- **Assist teachers and parents in developing and implementing behavior management plans to address problem behaviors.**
 - Assist students to improve their academic, personal and social functioning.
 - Provide social skills, anger management, stress reduction or other similar instruction to students who are experiencing social/emotional/behavioral problems that interfere with their learning or the ability of others to learn.
 - Provide short-term individual and group counseling to students who are experiencing social/emotional/behavioral problems that interfere with their learning or the ability of others to learn.
 - Provide information to families and assist them in accessing long-term or intensive counseling services, as needed.
 - Facilitate, in collaboration with the Dean of Students, parent information sessions regarding mental health issues.
 - Professional Development for teachers, including SE topics

- **Provide direct and indirect school counseling services as a related service in support of special education.**
 - Work collaboratively to design and implement social skills, anger management, stress reduction or other similar instruction as is appropriate to address students' special education needs.
 - Assist in the development and implementation of interventions to allow students with disabilities to be successful within the mainstream.
 - Provide information and assistance to families to help them understand their child's needs and equip them with the tools necessary to support their child's educational and/or behavioral progress. Provide parent training and support as needed.
 - Provide information to parents regarding the referral/assessment process, special education services available, and their rights relative to special education.
 - Conduct social/developmental assessments of students referred for special education, assist in determining eligibility for special education.
 - Provide short-term individual or group counseling to assist students during transitions and other high-stress situations.

- **Act as a liaison between parents, teachers and staff, and community providers to access, mobilize and coordinate services.**
 - Communicate with teachers, administration, and parents concerning students' social, emotional and behavioral progress.
 - Provide information to students and parents about services available within the community. Make referrals to community providers, as appropriate.
 - Consult and collaborate with social services, mental health, and other community providers.
 - Maintain an accurate record of student, parent, and other contacts.

- **Provide crisis intervention services as needed.**
 - Conduct risk assessments.
 - Coordinate parent, school, and community resources to address the crisis situation.
 - Coordinate follow-up services as needed.

- **Perform other comparable duties of a like or similar nature as apparent or assigned.**
 - Attend training sessions as well as required department and school meetings.
 - Serve on committees, task forces, work groups, etc., as requested.
 - Keep updated on changing developments, trends, instructional and educational technologies.
 - Serve on the school's Healthy & Safety Team and Child Study Team.

Qualifications

- A minimum of a BA is required. A graduate degree in social work, counseling or psychology is preferred.
- Previous experience working in a school setting is strongly desired, especially with adolescents.
- Ability to assess, evaluate, and refer students to appropriate resources and referrals.
- Ability to deal effectively and appropriately with students, parents, and other educational professionals regarding student concerns and problems.
- Ability to consult with school personnel in developing and implementing effective social and behavioral interventions for students.
- Ability to work with and be sensitive to diverse populations.
- Ability to communicate ideas clearly and concisely, both verbally and in writing.

How to Apply

To apply, please submit a letter of interest, explaining why you would succeed in this position, resume, three references, and salary requirements as attachments, via e-mail to careers@woodstockdayschool.org. Please include School Counselor/Mental Health Coordinator in the subject line.

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The Woodstock Day School is committed to a work environment in which all individuals are treated with respect and dignity. WDS prohibits all forms of unlawful discrimination, harassment and retaliation, including behavior which targets an individual or group based on perceived or actual characteristics, such as but not limited to: race, color, religion, creed, sex (including pregnancy, childbirth and related medical conditions), national origin, age, disability, military service, veteran status, marital status, partnership status, sexual orientation, familial status, gender identity, gender expression, transgender status, genetic predisposition or carrier status, alienage, citizenship status, caregiver status, status as a victim of domestic violence, sex offense or stalking, unemployment status, status as a certified medical marijuana patient or any other legally protected classification.