



School Counselor Job Description and Responsibilities

2020 - 2021 School Year

Unique opportunity to be on a leadership role at an innovative boarding charter school targeting youth in high-risk situations

About Monument Academy

Monument Academy has established an innovative model integrating tailored academics with evidence-based, trauma-informed practices. Monument Academy opened in 2015, and will have a maximum of 135 students spanning 5th-8th grade each school year. The mission of Monument Academy is to empower students, particularly those who have experienced significant adversity, including involvement or risk of involvement in child welfare and/or other social service systems with the requisite academic, social, emotional and life skills to be successful in college, career and community. In addition, we aim to create an outstanding school that attracts, supports, and retains exceptional and caring people. Monument Academy will fulfill its mission by providing stability, adult connection, high-quality academics, therapeutic support, and life skills for pre-teens and teens. Monument Academy graduates will be prepared for post-secondary education, be on a career trajectory, and have the social, emotional, and self-care skills to maintain a healthy, connected, and economically self-supporting life.

About the Position

As a member of the Well-Being department, the school counselor will join a team of multiple clinicians, including counselors and social workers. Monument's Well-Being department provides a wide variety of in-school services and programs, including (but not limited to) individual and group therapy, a student wellness lounge, restorative justice practices, and parent support services. Monument serves many students who have IEP's, and working to provide quality behavioral support hours will be a primary focus of this position. Additionally, Monument Academy has adopted a school-wide Dialectical Behavioral Therapeutic model to increase students' emotional regulation, distress tolerance, interpersonal effectiveness, and mindfulness. As such, the school counselors will be provided extensive training on DBT principles, as well as weekly individual supervision and weekly DBT team supervision. With support of the Wellbeing leadership department, school counselors will be expected to support other staff in DBT skills, execute quality interventions with students, and make progress towards treatment goals.

Roles / Responsibilities:

- Provides individual counseling and student well-being services to the assigned grade-level/s (5th, 6th, 7th, 8th)

- Provides behavioral support hours and associated administrative tasks for each Individual Education Plan (IEP's)
- Provides classroom support through observations and interventions as needed for IEP treatment goals
- Manages daily crisis/de-escalation of students on caseload, including suicidal assessments and mandated reporting responsibilities
- Case management for all students on caseload
 - Caregiver communication
 - Outside provider information /coordination
 - Communication with evening staff/student life homes
 - Response to internal wellbeing referrals from Monument staff
- Attends individual supervision weekly
- Attends group clinical supervision biweekly to focus on DBT interventions and principles

Experience, Credentials, and Skills

- Candidates must have a licence issued by the District of Columbia Department of Health (DOH). Candidates preferred who also have an OSSE issued educator credential school counseling certification, or are eligible for the credential.
- Preferred candidates have a background in administering behavioral support hours for students with Individual Education Plans
- Competent in case management skills and working with caregivers
- Experience working with at-risk populations in an urban/diverse setting, and/or working with families involved in the child-welfare system
- Experience working with traumatized youth
- Cultural competence in working with students and families from different racial, ethnic, linguistic, and sexual orientation backgrounds
- Experience with DBT therapy a plus

Candidates should possess the following:

Character Traits and Values

- Commitment to the mission of Monument Academy
- Passion for teaching and learning
- Emotional self-regulation, patience, maturity and humility
- Honesty and integrity
- Curiosity and creativity
- Optimism and enthusiasm
- Excellent people skills
- Respect for students, families, and staff
- Ability to accept and integrate feedback into practice
- Proactive and able to anticipate issues and manage unanticipated events with thoughtfulness and grace
- Commitment to positive behavioral approaches
- Willingness to learn and grow in a new school environment

- Thoughtful self-reflection and good self-care skills
- Commitment to teamwork

Location: Washington, D.C.

Compensation

Monument Academy offers competitive salaries, commensurate with experience. The school offers a strong benefits package that includes health care (HMO and PPO options), retirement plan (employer match available), Flexible Spending accounts, and generous vacation leave for its administrators.

To Apply:

Visit the “Careers” page on www.monumentacademy.org. Click the “Apply Here” link. You will be asked to create a profile, then fill out an application, including uploading your resume and cover letter. Salary and benefits are competitive, and commensurate with education, and level of work experience. Monument Academy is an equal opportunity employer, committed to inclusive hiring and encourages applicants from all backgrounds. We do not discriminate on the basis of race, color, national origin, marital status, religion, sex, age, sexual orientation, disability, or any other protected status. All employment decisions are made solely on the basis of the individual’s qualifications, as related to the requirements of the position being filled.