



# FOREST PARK SCHOOL DISTRICT

Partners in Your Child's Success

801 Forest Parkway  
Crystal Falls, MI  
49920-1199

Phone: 906-214-4695  
Fax: 906-875-4660  
www.fptrojans.org

Superintendent:  
Christy Larson  
K-12 Principal  
Jackie Giuliani  
Business Manager:  
Kathy Stankewicz

#### Board of Education

Mr. Jim Nocerini  
Mrs. Lisa Bloomberg  
Mr. William Leonoff  
Mr. William St. John  
Dr. Debra Divoky  
Mr. Michael Bjork  
Mrs. Angela Stafford

October 4<sup>th</sup>, 2021

### 1 FT Guidance Counselor OR Social Worker Position

**Hours: 8:00am-3:30pm**

**Monday-Friday**

**Salary and benefits will be based on experience and will align with the teacher salary schedule and benefits package.**

**Scheduled days worked will align with the teacher's calendar (9-month position).**

**Salary can be paid in a 21 or 26 pay cycle.**

**This position will include teaching social/emotional lessons to students.**

**Michigan Certification as a School Guidance Counselor or School Social Worker required.**

**Please send: Letter of interest, Resume, Copy of License, Transcripts and (3) Letters of recommendation to:**

**Forest Park School District**

**Attn: Superintendent**

**801 Forest Parkway**

**Crystal Falls, MI 49920**

**Fax: 906-875-4660**

**E-mail to [clarson@fptrojans.org](mailto:clarson@fptrojans.org) and cc: [krivard@fptrojans.org](mailto:krivard@fptrojans.org)**

**DEADLINE: until filled**

Thank you,

Christy Larson  
Superintendent  
Forest Park School District



## School Counselor/Social Worker Job Description, Duties, and Responsibilities

*School counselors and Social Workers help students with emotional, social, and educational support to succeed in their school work. Master's degree in school counseling or psychology, or Bachelor's degree in Social work, or in a related field is required.*

The role of a school counselor/school social worker entails performing various functions to aid student success:

- Assist students in understanding and overcoming social, behavioral or academic problems
- Experience counseling and educating Elementary children individually, and in small and large group settings.
- Provide group or individual counseling to address the needs of students and their families
- Monitor and observe students to identify and address personal, emotional, social and educational issues
- Refer students to health psychologists and other professionals for proper medical attention and necessary treatment
- Consult with families and staff to highlight students' needs and discuss strategies necessary for improved social and academic performance
- Plan and organize classroom counseling sessions to address issues among students
- Develop and implement school counseling programs effective in meeting students' needs for success
- Listen to student concerns and offer recommendations effective in addressing academic or psychological issues and offer recommendations effective in resolving such issues
- Employ responsive counseling in establishing positive relationships between teachers, parents, and students.
- Problem-solving, compassion, and communication skills are necessary qualities for the person in this position.
- Maintain and execute the highest level of confidentiality according to FERPA Laws.
- Maintain and execute role as a Mandatory Reporter as required by law.