



Marian High School is looking for an experienced school counselor to assist students in their personal, social, spiritual, and academic development. Key responsibilities:

- Plans and conducts group activities and instructions promoting academic, career, and social/emotional development.
- Assists students in evaluating interests, abilities, skills, and achievement
- Assist students in developing educational and career goals, including developing a four-year course selection plan.
- Encourages and assists students in utilizing Scoir tools and resources.
- Provides counseling in individual or small-group settings.
- Provide additional support and intervention for students.
- Monitors the grades, attendance, behavior, graduation/diploma progress, and social/emotional health of all students on their caseload.
- Provides timely intervention and support to students as needed.
- Shares strategies supporting student achievement with parents, teachers, and administration.
- Makes referrals for students and families to school or community resources for additional assistance and information when needed.
- Registers students for the regular academic year and facilitates registration for summer school.
- Makes necessary class schedule changes.
- Attends Student Intervention Team meetings to help identify students who are at risk.

Qualifications

Education: A four-year degree is required; A Master's degree in secondary counseling is required, but candidates currently working toward that degree will be considered.

Preferred Experience: 1-3 years

Licenses/Certifications: Indiana School Counseling License

Other: Preferred experience working with PowerSchool and Scoir, strong Knowledge of Indiana State Standards, strong communication and presentation skills, and an understanding of legal and ethical responsibilities in a school setting.

For more information about the application process, please email Kate Dolezal, Director of School Counseling, kdolezal@marianhs.org.