



School Counselor

Downtown Montessori Academy is seeking a Full-Time, School Counselor to work with students on an individual and/or group basis to resolve personal problems related to home, school and family relations, emotional adjustment, grief and health related matters that interfere with their optimal performance as learners.

DESCRIPTION OF ESSENTIAL DUTIES:

- Designs and delivers school counseling programs that improve student outcomes. Leads, advocates and collaborates to promote equity and access for all students by connecting school counseling program to DMA's academic mission and school improvement plan.
- Works closely with the classroom teacher, Principal, Head of School and other staff as needed to ensure successful and effective communication. Acts as a bridge between Students, Administrators, Teachers, and Parents.
- Works with students to improve communication and coping skills; strengthen self-esteem; and promote behavior change and optimal mental health.
- Provides staff with essential information to better understand factors (cultural, societal, economic, familial, health, etc.) affecting a student's performance and behavior.
- May participate in special education assessment meetings as well as individual Educational Planning Meetings.
- May assist teachers in preparing for and holding regular parent/teacher conferences to clarify and discuss problems or questions.
- Educates parents on available resources to help their child.
- May identify and report child abuse or neglect.
- Maintain Student Records

QUALIFICATION REQUIREMENTS:

- Requires a bachelor's degree and state licensure.
- Must be able to obtain and maintain a satisfactory Criminal Background Check, have a valid Driver's License or State I.D., Child Abuse and FBI clearances, and pass a Drug Screening.
- Must be physically able to assist in student emergency situations and have certification in CPR and First Aid.
- Requires excellent conflict management skills such as effective communicating, problem solving, and negotiating.
- Requires the ability to maintain confidentiality of student related information.



BENEFITS:

We offer a competitive benefits package including:

Medical, Dental and Vision plans
FSA and HSA Pre-Tax Savings Plans
Term Life Insurance
Short and Long-Term Disability
Retirement Plans with Employee Match
Free or Discounted Childcare

Salary is commensurate with relevant education and experience.

Applications will be reviewed until position is filled. Please send your resume and cover letter to:
Liz Becerra | lbecerra@downtownmontessori.com or Fax: 414.744.6007

Downtown Montessori Academy is a small, diverse, community-focused Montessori elementary school in Bay View that has been serving families since 1976. Our mission has always been to provide a Montessori education for elementary children within a small community of learners. We strive to provide an environment that supports meaningful work in a community of learners that builds trust and allows children to create a vision for their future. As the oldest city of Milwaukee independent charter school, authorized in 1998, we are proud to be one of the most ethnically diverse charter schools in the city of Milwaukee.

*Downtown Montessori Academy does **not discriminate on the basis of** race, color, religion, sex, age, national origin, veteran status, sexual orientation, gender identity, disability, or any other **basis of discrimination** prohibited by law.*

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