



Title:	Student Support Specialist
Reports to:	Principal
Terms of Employment:	12 months
Salary:	NC State Salary Schedule

PURPOSE: Utilizing leadership, advocacy, and collaboration, school counselors promote student success, provide preventive services, and respond to identified student needs by implementing a comprehensive school counseling program that addresses academic, career, and personal/social development for all students.

The major functions of the school counselor job description incorporate the North Carolina State Board of Education's guiding mission that every public school student will graduate from high school globally competitive for work and postsecondary education and prepared for life in the twenty-first century.

1. School Counselors demonstrate leadership , advocacy and collaboration by:
 - a. demonstrating leadership in the school;
 - b. enhancing the counseling profession;
 - c. advocate for schools and students and
 - d. demonstrating high ethical standards according to the American School Counselor Association's Ethical Standards for School Counselors
(<http://www.schoolcounselor.org/content.asp?contentid=173>)
2. School Counselors promote a respectful environment for a diverse population of students by:
 - a. fostering a school environment in which each student has a positive, nurturing relationship with caring adults;
 - b. embracing diversity in the school community and the world;
 - c. treating students as individuals; recognizing students are diverse and adapt their services accordingly and
 - d. working collaboratively with families and significant adults in the lives of students.
3. School counselors understand and facilitate the implementation of a comprehensive school counseling program by:
 - a. aligning their programs to support student success in the Common Core Curriculum and North Carolina Essential Standards;
 - b. understanding how their professional knowledge and skills support and enhance student success;
 - c. recognizing the interconnectedness of the comprehensive school counseling program with academic content area a disciplines and

- d. developing a comprehensive school counseling program that is relevant to students.
4. School Counselors promote learning for all students by:
 - a. demonstrating knowledge of how students learn;
 - b. plan their programs for the academic, career and personal/social development of all students;
 - c. using a variety of methods to deliver information to students;
 - d. helping students develop critical thinking and problem solving skills and
 - e. using and promoting effective listening and communication skills.
 5. School Counselors will actively reflect on their practice by:
 - a. analyzing the impact of the school counseling program;
 - b. linking professional growth to the needs of their school, students and program goals and
 - c. functioning effectively in a complex, dynamic environment.
 6. Any other duties deemed appropriate by the school based administration, Executive Director of Student Support Services and/or Superintendent.
 7. Other administrative duties assigned by supervising principal