

PROVIDENCE

THE COLLEGE PREPARATORY SCHOOL FOR GIRLS GRADES 6-12

Position: College & Career Advancement Counselor (Grades 8-12)

Description:

Seeking Christian role model counselor who will enable students to develop competencies and skills – academically, personally, and socially - and help form responsible leaders for tomorrow.

Major Responsibilities and Duties include academic advising to prepare for college and career advancement, advising and consultation, student assessment, evaluation of standardized testing, and communication with school personnel, students, parents and alumnae. Additional duties as assigned by the immediate supervisor.

Skills:

- Knowledge of current college application process and landscape
- Productive organizational skills
- Effective and inclusive communication skills
- Strong ability to motivate students and work with parents/family support systems

Minimum Qualifications:

- Master's degree from an accredited four-year university or college.
- Technology proficiency is required of staff who will be integrating technology into the content areas.
- Additional duties as assigned by the immediate supervisor.

Contact: Elise Denoux, Principal: 210-224-6651 x212, edenoux@providencethecatholicsschool.net

Posted: Spring 2026

