Tunkhannock Area School District

Job Title: **Post-Crisis/Trauma Counselor**

(This position is grant funded and there is no guarantee of the position if funds are no longer available)

Reports to: Assistant to the Superintendent

Job Category: Act 93, 200-day contract

Qualifications:

- Degree in School Counseling, Social Work, Psychology, or related field
- Holds PA Professional Counselor License
- One-year successful experience working with adolescents in a counseling environment
- Strong communication and supervisory skills
- Ability to work well with a diverse student population
- Ability to maintain emotional control under stress
- Required to travel to facilities within the district

Responsibilities:

- Provide mental health support services to assigned students and provide consultation services to all TASD staff to support the overall mental health goals of the district
- The post-crisis/trauma counselor will strive to reduce student risk factors, such as stress, anxiety and depression, and support students through development of coping skills and stress management to ensure the opportunity for student success
- Provide counseling services and crisis intervention to assigned students
- Provide referrals for service such as medical care, and psychiatric services when needed
- Case manages students as needed
- Document all sessions, contacts, and attempted contacts in the client's progress notes
- Maintain professional standards through confidentiality agreement, provided treatment, and documentation
- Attend training and professional development to improve skills
- Comply with district polices, legal requirements, and professional, ethical, and quality standards
- Ability to not only interact and communicate effectively with clients and their families but also with larger school community of educators, administrators, counselors, and healthcare professionals
- Provide parent education sessions as needed
- Provide staff education professional development as needed
- Keep informed of and comply with state and district regulations and policies
- Knowledge of counseling procedures, student appraisal, and career development

- Ability to instruct students and manage their behavior and social development as they progress in school
- Be certified to physically restrain students in behavioral crisis
- Educate students of skills necessary to address troublesome circumstances, support students in challenging situations, and assist students with needed resources to navigate crisis situations
- Implement remediation practices to assist students in coping with problem situations or unwise decision making
- Identify precipitating and antecedent factors, effective and ineffective approaches to dealing with the circumstances and provide feedback to guide future decisions
- Maintain a healthy and safe school environment by collaborating with district staff, parents or guardians, and students
- Provide continued support to students in need through individual counseling
- Compile, maintain, and file all reports, records, and other documents
- Adhere to legal, ethical, and professional standards for counselors
- Follow district safety protocols and emergency procedures
- Excellent organizational, communication, and interpersonal skills
- Perform other duties as assigned or necessary for job effectiveness