
ELEMENTARY GUIDANCE

Elementary Guidance

Qualifications:

1. Valid certification as required by the State of Maine
2. Masters in Guidance

Reports to: Building Principal, Director of Instruction

Job Goal:

The elementary guidance counselor acts as a resource for the counseling of children grades K-6 on issues impacting a child's ability to perform in the school setting. Guidance services are appropriately applied when a child demonstrates atypical behaviors such as inattentiveness to school tasks, disruption, non-cooperation, despondency, anger, aggression, preoccupation, withdrawal, inappropriate social interactions.

The goal of an elementary guidance program is to enable children to maximize their learning potential and develop skills for positive personal growth.

Job responsibilities

- Individual guidance sessions for those children referred.
- Group counseling for children with common problems or concerns.
- Provide emergency crisis intervention as needed.
- Providing classroom instruction to assist students in areas of human relationships, societal values, decision-making skills, and personal development.
- Disseminating of information to students, parents, staff, and community as relates to guidance services and appropriate referral sources. Acting as a liaison between the child and the Department of Human Services, making referrals in a timely manner as outlined by district policy.
- Enlisting parental participation in the educational, social, and personal development of their children.
- Providing consultation services to school staff when needed.
- Providing written information about guidance services to students, staff, and community annually.
- Other duties as assigned
- Participation in professional activities that enhance teaching and learning

Salary and Benefits:

Salary and benefits will be determined by the current Collective Bargaining Agreement between the RSU #40 Board of Directors and the Medomak Valley Education Association.

Evaluation: Building Administrator

To perform this job successfully, an individual must be able to perform each duty and responsibility satisfactorily. The requirements are representative of the knowledge, skill, and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.