

**SANBORN REGIONAL SCHOOL DISTRICT
JOB DESCRIPTION – SPECIAL EDUCATION SCHOOL COUNSELOR**

Job Title	Special Education School Counselor
Supervisor	Building Principal
Qualifications:	<p>Masters of Social Work (M.S.W.) or school counseling, LSW, LICSW preferred. NHDOE certification and licensure as a New Hampshire social worker or school counselor.</p> <p>Experience working with children or adolescents in a mental health setting, providing clinical supports using a variety of interventions and modalities preferred.</p>
Purpose	<p>Plan and provide counseling services to special education students who demonstrate an educational need. Evaluate students and provide therapeutic interventions to eliminate or reduce problems or impairments that interfere with a student's ability to derive benefit from the educational program. Support crisis prevention, response, and postvention for students and staff. Work to connect program students and their families to community resources. To create a safe educational community where students with significant needs in the areas of social, emotional, behavioral, and academic skill sets can stabilize to the degree that they are able to reintegrate back into the broader school community.</p>
Performance Responsibilities	<ul style="list-style-type: none"> • Perform casework service with individual students with Individualized Education Programs (IEPs) and Section 504 Plans, as appropriate, to address personal, social or emotional factors that impact educational and social progress. • Provide individual and group social skills counseling services in accordance with student IEPs/504 plans, as well as crisis counseling using a variety of therapeutic interventions and models. • Assist in all aspects of career and college planning for each student assigned. and complete Vocational assessments as needed. • Maintain documentation related to service provisions of students, progress monitoring, and participation in IEP/504 team meetings. • Supervise referrals of students to, and serves as a liaison with WrapAround agencies. • Provide support to students in Sanborn's high school's behavior programs for students with disabilities and serve as a member of those school program's PLCs. • Collaborate with classroom teachers to deliver class-wide social skills instruction. • Coordinate and integrate school and community resources and refer school staff and parents to community when appropriate • Assess seriousness of student threat to self or others and intervene according to the Student Safety Plan, district crisis programs, and the district's emergency notification plan. Provide support as necessary to students, staff, and families regarding the prevention and postvention and assist in developing or amending current crisis intervention plans for students. • Provide consultation to teachers, administrators, parents, and school staff concerning academic, emotional, social, and behavioral needs of students. • Follow ethical guidelines of licensing entities when providing counseling services to a variety of students in different environments. • Protect the student's right of confidentiality and limit information to other professionals working with the student. • Assist, coordinate, implement work-based learning opportunities (job shadows, internships, informational interviews. • Provide training to faculty and support staff on topics including: ADHD, Anxiety, PTSD, Depression, Crisis Intervention, as appropriate and needed. • Other duties as assigned by the building level Principal and/or Director of Student Services
Physical Demands	<p>Occasionally must be able to lift up to 50 pounds and push up to 50 pounds (on wheels). Must be able to hear staff on the phone and those who are served in-person, and speak clearly in order to communicate information to clients and staff. Must have vision with or without lenses adequate to read print and computer screens, forms and documents. Must have high manual dexterity. Must be able to reach above</p>

	the shoulder level to work, must be able to bend, squat and sit, stand, stoop, crouch, reach, kneel, twist/turn, finger and feel.
Work Environment	Noise level in the work environment is usually average. Standard office desk and chair. Carpeted and tile floors. May be exposed to cleaning fluids and copier toner. This is a fairly sedentary position and employee is not required to do extensive physical exertion. Employee is occasionally required to do some lifting. Employee is typically able to sit and stand as needed.
Terms of Employment	Covered under the SREA Collective Bargaining Agreement
Evaluation	Evaluation by the building principal in accordance with district policies

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of essential duties, responsibilities, or requirements.

The Sanborn Regional School District is an Equal Opportunity Employer that ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation, or disability.

September, 2021

June, 2014