



9/10 Division Counselor

OUR MISSION

At Milken Community Schools, we think education is more than what you know. Our School, founded on Jewish values, is about who our children can become and how they can help others become who they might be. Because the world our children will create tomorrow is born in the School we build today, our mission is to educate our children so they can surpass us.

POSITION OVERVIEW

The Division Counselor (DC) oversees students' emotional and social well-being and development. The DC collaborates with parents, teachers, administrators, and outside professionals, and works with students to provide support to individuals and groups. The DC is a member of the Division Head's Leadership Team and assists the Division Head in the delivery and fulfillment of the School's Mission and Core Values. The DC works with the Division Rabbi as a key partner in all student, parent, and faculty programming. The DC is also a member of the 7-12 Head of Student Services team, and helps to ensure vertical and horizontal articulation of social-emotional support. The DC reports to the Division Head.

RESPONSIBILITIES

- Works with students to address specific social-emotional issues that arise throughout the school day.
- Collaborates with parents and faculty to address student social-emotional challenges and maintain/enhance the campus environment and culture.
- Utilizes clinical knowledge to address student behavior.
- Evaluates student social-emotional functioning.



- Counsels parents in addressing student social, emotional, and behavioral challenges.
- Serves as a resource to students, parents, faculty, and administrators to address student social, emotional and behavioral concerns.
- Refers students and families for outside counseling as appropriate.
- Serves as the school's point person in supporting students and their families as they work with outside professionals.
- Prepares updates/summaries for administration, teachers, parents and outside professionals regarding student social, emotional, and behavioral status as appropriate.
- Provides a safe, supportive, and reflective ear for faculty and staff regarding professional challenges that may affect the classroom experience.
- Maintains counseling records in keeping with accepted professional standards.
- Coordinates Parents Education Evening Programs on topics relevant to adolescent development, social and emotional well-being, mental health, parenting skills, etc.
- Coordinates student programs focused on topics related to adolescent development (e.g. drug awareness, suicide prevention, positive body image).
- Facilitates topic-specific groups for students.
- Teaches as part of the health and advisory program.
- Leads the Advisory cohort and grade level advisory curriculum meetings.
- Oversees the Advisory program and works on the curriculum and programming with House leaders.
- Regularly observes students in classroom settings.



- Leads professional development sessions on topics related to mental health, social and emotional well-being, and adolescent development during Faculty Orientation and throughout the year as necessary.
- Demonstrates mastery of counseling and student support.
- Demonstrates capacity to coordinate teams with diversity of ability, commitment and understanding.
- Demonstrates a personal commitment to lifelong learning.
- Is patient, calm, professional, disciplined and organized.
- Is able to provide leadership and expertise in communicating the psycho-social needs of students.
- Communicates effectively with parents, administration, faculty, outside service providers, and the extended educational community.
- Possess efficient time management, strong organizational skills, and is able to meet deadlines.
- Works collaboratively with all stakeholders.
- Is professional, timely, and compassionate in responding to all constituents.
- Performs other related duties as assigned.

QUALIFICATIONS

- California Licensed MFT, Clinical LCSW, or clinical psychologist (preferable).
- Holds at least a Master's degree in a relevant field.
- A strong sense of commitment to Milken Community Schools' mission.
- Excellent communication and interpersonal skills.
- Patient and disciplined, and inspires collaboration among colleagues.
- Organized, flexible, able to contend with complexity and nuances.



- Proficient with educational technology platforms.

Interested candidates may [apply here](#).