



### **Position vacancy announcement**

**Title:** Middle School Counselor or Social Worker

**Reports to:** Director of Special Education

**Anticipated start date:** August 1, 2018

### **About our school**

Provident Charter School in Pittsburgh, PA is a publicly funded school designed to address the needs of students with language-based learning differences such as dyslexia. Our students are bright yet struggle with topics such as reading, writing and sequencing. The school is in its second year with students in Grades 3, 4 and 5 and will add one grade level each year until the school serves students in Grades 2 to 8 in the fall of 2021. Located on the city's North Shore the school currently enrolls 135 students from 29 different districts around Western Pennsylvania. The school is currently seeking a Middle School Counselor or Social Worker for the school's new middle school (Grades 5 & 6 for the coming school year) in an exciting time of growth and expansion!

### **Job Goals**

- Create a warm, welcoming community with a globally shared understanding of values.
- Become, remain acutely attuned and address to the academic, social and emotional needs of students.
- Create proactive and responsive approaches to supporting student needs.

### **General Responsibilities**

- Develop strong, trusting relationships with students, parents and staff.
- Counsel students individually and in small groups for specifically identified needs including social, emotional and academic growth.
- Provides crisis counseling and de-escalation of students in need.
- Consults with parents, school staff and community agency personnel.
- Provides orientation for new students.
- Assists in identification, referral and appropriate placement of students with special needs.
- Assists with the coordination and interpretation of standardized testing.

### **Required Qualifications**

1. Master's Degree in Counseling or Social Work; relevant professional certification through the Pennsylvania Department of Education.
2. Excellent communication, leadership, organization and problem-solving skills.
3. Outstanding dependability, initiative, creativity and decision-making skills.
4. Proficient in managing and using data to guide decisions for student programs.

5. Knowledge of federal Common Core standards and state special education regulations.
6. Ability to secure all relevant and necessary clearances.
7. Demonstrated ability to initiate student-centered projects in past professional experience.

**Preferred Qualifications**

1. Five or more years of experience as a Middle School Counselor or Social Worker.
2. Experience arranging partnerships with external service agencies for mental health and therapeutic support services.
3. Active certification in de-escalation techniques, non-violent crisis intervention and safe restraints.

**Salary and benefits**

- Starting range \$40k-42k commiserate with experience.
- Employer paid retirement contribution matching 10% of salary.
- Employer paid dental, vision, life insurance benefits.
- Generous time off including all school holidays and breaks.
- Significant employer contribution toward health insurance.

**How to Apply**

Interested candidates should email a cover letter & resume to Brett T. Marcoux, Chief Executive Officer at [bmarcoux@ProvidentCharterSchool.org](mailto:bmarcoux@ProvidentCharterSchool.org). The subject line of that email should reflect the position title. Applicants are encouraged to act with urgency.

*Provident Charter School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.*