



CRISTO REY  
PHILADELPHIA  
HIGH SCHOOL

## School Counselor

### Job Description:

Cristo Rey Philadelphia High School is seeking a full-time (10-month employee) school counselor beginning in the 2021-2022 school year. The school counselor will serve on the school's counseling team, working in close coordination with the other counselors, academic administration, and faculty to address student needs. Using a trauma informed lens, the school counselor will address the external barriers encountered by students and their families by bridging home, school, and community resources to ensure student success. The school counselor will also manage a caseload of students and provide them with therapeutic support. A qualified candidate will have experience in the resources in the Philadelphia area and have a Masters level degree in school counseling or a related counseling field (PA certified/licensed preferred).

### Roles and Responsibilities:

- Manage a caseload of students, meeting with each student at least once during the school year and additionally on an individual, as-needed basis
- Oversee weekly counseling classes to facilitate lessons in building executive functioning skills necessary for student success such as organization and time management, reflecting on grades, and discussing topics related to the academic, social, and emotional aspects of students' lives
- Develop lesson plans for weekly advisory group meetings (comprised of several students and a facilitating faculty member) which parallel lessons from the counseling classes
- Analyze student data, including attendance, disciplinary, and academic records, to identify at-risk students and routinely monitor their progress
- Attend weekly meetings with the academic administration and faculty to discuss at-risk students and collaborate to create intervention plans
- Advocate for and develop plans to improve the well-being of students and families
- Research and provide referrals to community resources and governmental programs such as food stamps, health care, and childcare
- Respond to crisis situations, such as child abuse, and partner with outside agencies to ensure the safety of students and their families
- Address reasons for inconsistent attendance and tardiness and develop solutions in collaboration with students and families
- Develop relationships with community partners, including outside counseling services, health clinics, shelters, legal aid services, and government agencies
- Serve as a liaison between community partners and students and their families
- Engage in ongoing follow-up with students and families to ensure services have been effective

**Application Process:**

- Submit one PDF containing the following documents to [jointheteam@crphs.org](mailto:jointheteam@crphs.org):
  - Cover letter
  - Resume
  - Three professional references

**About Cristo Rey Philadelphia High School:**

Cristo Rey Philadelphia High School, a college preparatory, Catholic school for students of all faiths, nurtures and challenges young people to recognize and realize their full potential as they learn to love others, grow in their faiths, and serve the common good.

The school welcomed its first class in August 2012 and now serves approximately 550 students. For seven years, Cristo Rey was located in the Logan neighborhood of North Philadelphia. At the start of the 2019 school year Cristo Rey moved to a brand-new home in the Alleghany section of the city, remaining committed to serving families from under-resourced communities across the greater Philadelphia and Camden areas. The school utilizes a longer school day and year, structured academic assistance, and counseling support to prepare students, who start out between two and three grade levels behind academically, for college. The faculty's collective goal for every student is not simply high school graduation or college acceptance but college graduation. It is the faculty's primary responsibility and challenging mission to prepare every Cristo Rey Philadelphia student to be successful in college.

All students enrolled in the school participate in a unique corporate Work-Study Program through which they develop important skills and finance the majority of the cost of their education. The Cristo Rey Work-Study Program gives students the opportunity to build core skills that will help them succeed in college and the modern workplace. Each student works five full days per month in an entry-level job in a professional work environment. The objective of these jobs is to reinforce the capabilities — reading comprehension, mathematics, discipline, persistence, and a strong work ethic — that students need to be successful in college and career, as well as to provide students with opportunities for development of one's self-esteem and exposure to a professional corporate culture. The money earned through the students' work goes directly to the school to cover a significant portion of the cost of their education.

The school is endorsed by the Oblates of St. Francis de Sales and the Sisters, Servants of the Immaculate Heart of Mary, and the Augustinian Province of St. Thomas of Villanova. Cristo Rey Philadelphia is the 25<sup>th</sup> school in the national Cristo Rey Network. Network schools have established a tremendous record of success preparing students for success in college and in life.