



Open Position

Title: School Counselor

Reports to: Head of School

FLSA Status: Exempt

When Needed: 2021–22 Academic Year

FTE: .8 – 1.0

Seattle Waldorf School is seeking an experienced, engaging, and compassionate school counselor to join our team. We are looking for someone who can work effectively independently and as part of a team. We need a leader who understands best practices in supporting student mental health and who is passionate about their work. We are looking for staff and faculty who share our belief that a culturally rich and inclusive school community provides students with the best possible environment for a quality education. Salary is competitive with independent schools. Seattle Waldorf School offers an excellent benefits package, opportunities for professional development, and an extraordinary work environment.

Who We Are:

At Seattle Waldorf School, students become creative problem-solvers—imaginative thinkers who journey toward intellectual excellence, human compassion, and artistic skill. Our modern curriculum is rooted in tradition—for children 18 months to 18 years. We lead students on a joyful journey that fosters critical thinking, synthesis, and creativity. We are privileged to employ some of the most highly trained Waldorf teachers in the country. Founded in Seattle in 1980, we are the only Preschool–Grade 12 Waldorf School in Washington. At Seattle Waldorf School we are committed to creating a community that is inclusive for all faculty, staff, families, and students, especially those who have been impacted by racism and oppression, and to create a culture that supports racial equity by changing our existing systems and practices.

Our Mission: Daily we strive to inspire learning, courage, and joy in the developing human being.

Job Summary: Under minimal supervision, provides Social Emotional Learning (SEL) programming and delivers mental health counseling services in a school setting. In alignment with the school’s mission, the Counselor is a resource for the community (student, parent, and faculty/staff) to assist students in their navigation of adolescence on their way to becoming healthy, productive adults.

Specific Responsibilities:

- Provides mental health counseling services to students
- Consults with faculty and staff as needed
- Provides SEL programming for the school
- Provides support for parents regarding the mental health and well-being of their children
- Provides student assessments and classroom observations
- Makes referrals and coordinates with outside services
- Develops and delivers mental health student support plans
- Performs crisis interventions as needed
- Coordinates critical incident intervention and best practices in coordination with other area schools; supervises student interns
- Is a visible member of the student, parent, and faculty community, actively participating in the life of the school

This description is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.

Specific Responsibilities (Cont'd.):

- Through participation, becomes aware of issues general to the student body or specific to an individual student who could make use of counseling resources
- Operates as a team member to act in the best interests of students in alignment with the school's mission
- Assesses student mental health needs, serves as a resource for students on a drop-in or referral basis
- Consults with parents, teachers, advisers, administrators, and outside professionals
- Facilitates, as needed, referral services for assessment, evaluation, crisis intervention, and/or treatment
- Serves as a liaison between the school, student, family, and professional resource providers (case management)
- Serves as a resource to Life Skills instructors
- Works with staff to understand and maintain professional and ethical standards related to confidentiality, privacy, and mandatory reporting requirements
- Attends faculty meetings for lower and upper school on a regular basis and parent education evenings when relevant topics present themselves
- Establishes and cultivates community relations by maintaining open and candid dialogue with all of the school's constituencies
- Is familiar and complies with all policies and regulations as put forth in the school's documents
- Vigorously engages in professional development through teacher in-services, Preview Days, Review Days, and conferences as determined in conversation with the Head of School
- Since safety and security are everyone's responsibility, takes all necessary and reasonable precautions to protect students, faculty, staff, equipment, materials, and facilities
- Performs other duties as assigned

Education and Experience:

- Master's degree or above in school counseling or mental health counseling required*
- Licensed mental health professional (LICSW, LMFT, LMHC) required*
This education and licensing are most important for the assessment and intervention in mental health emergencies such as assessment of suicidal ideation, homicidal ideation, aggressive behavior, psychotic symptoms, or other mental health emergencies; they are also important for the ongoing support of students and their families
- 3 – 5 years of related experience with adolescent age groups
- 3 – 5 years of related experience working as a school counselor
- Experience in a Waldorf school preferred

**Candidates who do not have a required degree/certificate may be considered with a commitment to complete them within a specified length of time from start of employment.*

Required Knowledge, Skills, and Abilities:

- Strong organizational skills
- Excellent written and verbal communication skills
- Ability to work collaboratively in a hands-on team environment
- Possessing a level of cultural competency necessary for working with a diverse population in an inclusive and equitable community
- Strong communication, writing, organization, and time management skills
- Strong observational skills and attention to follow-through
- Strong interpersonal skills, ability to maintain professional attitude with a variety of constituencies
- Willingness to work closely with colleagues in mentoring and collaborative relationships
- Effective team member but able to operate independently with minimal supervision
- Knowledge of all stages of childhood development
- Counseling skills
- Crisis intervention skills including suicide assessment skills

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Required Knowledge, Skills, and Abilities (Cont'd.):

- Knowledge of child and adolescent mental health
- Understanding of the impact of mental health and learning disabilities on students' daily academic performance and mood
- Ability to create learning support plans for students with mental health concerns
- Ability to teach classes related to social emotional topics
- An in-depth understanding of mental health issues including (but not limited to) anxiety, depression, eating disorders, grief, ADHD, ASD, and behavior problems
- An understanding of cultural diversity and the ability to provide culturally sensitive counseling and intervention
- An understanding of local and national resources for the support of students and families
- The ability to coordinate well with psychiatric and psychotherapeutic providers in the community
- Ability to work efficiently in a Microsoft Windows or Mac environment using Microsoft Office, Google Suite, common automated systems for record keeping; can confidently learn new technology
- Working knowledge of social media platforms
- Ability to maintain confidential information
- Ability to work and communicate well with all levels of faculty and staff
- Ability to work and communicate well with students and their parents
- Ability to independently travel between Meadowbrook and High School campuses
- Ability to work in a moderately noisy environment
- Flexibility, maturity, and a sense of humor

If that sounds like you, we would love to hear from you.

To Apply: Interested candidates should respond immediately by email with a letter of interest, resume, and employment application, available on the school website at: <http://www.seattlewaldorf.org/careers/>

Thank you for your interest in Seattle Waldorf School and this position.

Position open until filled. No phone calls or drop-ins please.

www.seattlewaldorf.org