

Position Title Guidance Counselor

Parish or School Name: Saint Raphael Catholic School

Location (City) Raleigh, NC

Date of posting (MM/DD/YYYY) May 5, 2023

Full Time or Part Time: Part-time (3 days a week)

Hours per week: 24

Key responsibilities / day-to-day job functions

- Model the Catholic Christian faith and uphold these values in your work
- Actively engage in the Saint Raphael Catholic School community and Saint Raphael Parish
- Support the social and emotional growth of all students in grades K-8
- Coordinate and implement proactive tools and strategies to help foster social and emotional growth
- Pastorally respond to students who are in need of guidance
- Partner with parents to ensure the success of their student
- Be a collaborative member of the Student Assistance Team to ensure that supports for students are well-rounded and effective
- Follow all legal, Diocesan, and school policies for reporting and maintaining a confidential environment

Minimum Requirements

- Employment is contingent upon applicant satisfactorily passing criminal background and reference checks
- Must complete diocese-sponsored Safe Environment Training within 60 days of hire
- Minimum level of Education: Master's Degree (MSW preferred or other Mental Health Related Field)
- Minimum amount of Work Experience: 1-3 years' experience in Mental Health; must be either licensed or provisionally licensed in mental health services
- Prior experience working with K-8th grade children necessary
- Demonstrated skill in therapeutic counseling services
- Valid NC Driver's License and a vehicle in working order for business use
- Authorized to work in the U.S.

Supervises: N/A

Position Start Date: August 1, 2023

Send resume and letter of interest to: jwhitmore@saintraphael.org