



CRISTO REY DE LA SALLE

EAST BAY HIGH SCHOOL

Position Announcement Beginning August 2024 **Academic Counselor**

Our Mission and Unique Approach

[CRISTO REY DE LA SALLE](#) is a diverse Lasallian Catholic college preparatory high school. As part of the Cristo Rey Network, the largest national network of Catholic schools, our mission is to serve first-generation students by providing a high-quality college preparatory education, supporting our students into **and through** college with an intentional focus on the social, emotional, and physical well being of our students.

[Located in](#) the beautiful Fruitvale neighborhood of Oakland, surrounded by a rich Black and Latino history, informed by a centuries-old [Lasallian Charism](#), CRDLS is looking to hire a cohort of teachers to prepare trail-blazing first-gen students as the school expands!

As an independent private school, students aren't placed at CRDLS; they choose us! We offer a near-zero tuition, college preparatory, student-centered instructional program. Faculty and staff are the backbone of the school and the development of relationships is foundational to the success of each student.

Through our personalized mentorship program, mastery- and project-based curriculum, and corporate work-study program experience, our mission is to prepare our students to lead lives of faith, purpose, and service who will succeed in college and beyond.

The Ideal Candidate

We are seeking dynamic growth-minded individuals committed not only to our mission but also to equity and inclusion who reflect and/or celebrate our rich cultural diversity. Our teachers support and embrace the [seven essential characteristics of an educator at CRDLS](#) and cultivate a culture of collaboration, critical thinking, creativity, and resilience.

Responsibilities include, but are not limited to: **Academic Counseling**

- Check in with students from caseload at least once a semester to discuss personal and academic goals, further students' capacity to be their own advocates and successfully navigate their own lives
- Monitor students on the Academic Improvement Plan and communicate with parents regarding progress
- Collaborate with the Dean of School Culture to address students with attendance and disciplinary concerns
- Assist students with developing executive functioning skills by providing presentations, individual check-ins, and opportunities after school such as Power Hour
- Meet with Transfer Students after the first few weeks of school to check on assimilation into the school
- Coordinate tutoring for students struggling academically
- Consult and collaborate effectively with all stakeholders regarding students with identified concerns and needs
- Support students with the course selection process
- Assist students with Credit Recovery, as needed
- Ensure transcripts are accurate and that students are meeting graduation and A-G requirements
- Facilitate Student Success Team (SST) as needed

Personal Counseling

- Provide drop-in, crisis, and individual counseling, as needed, for up to 12 sessions
- Provide crisis intervention, including assessment of safety risk and developing a safety plan, as needed
- Lead/co-facilitate small group counseling sessions, focusing on issues on self-esteem, anxiety, healthy relationships, grief/loss, etc. based on student interest/needs and availability
- Collaborate with school staff to maintain a safe, supportive, trauma-responsive learning environment for all students (i.e. check-ins with teachers, and delivery of social-emotional lessons (SELs) based on overall student needs). Develop and deliver SEL lessons to all students
- Curate community resources for counseling and health services and refer students to outpatient mental health services, if a higher level of care is needed
- Coordinate school-wide events to promote mental health and wellbeing (Social Emotional Learning, Mind, Body and Spirit Week, Mental Health Awareness Month, activities during study weeks)

Parent Support and Communication

- Offer informational meeting to parents regarding academics, parenting skills, social/emotional topics, etc. once a semester

- Support with Student-Family-Mentor Conferences, as needed
- Facilitate meetings with students and families to offer academic or social/emotional support (one time only) and make referrals to additional family services as needed

Supporting Students with Accommodations

- Collaborate with the admission team to assess applicants with existing IEPs and 504 plans, making recommendations on the capacity of the school to support learning differences
- Develop accommodations for students and enter into a Learning Management System, in collaboration with the Assistant Principal
- Communicate any academic needs with teachers, as needed
- Check-in with students to ensure that they are making appropriate progress toward goals and that they receive the support they need
- Identify students with suspected learning differences, refer them to appropriate services, and support families with the assessment process

Other

- Log services provided to students/families on PowerSchool
- Meet with incoming 9th-grade students during Summer Bridge to introduce them to Wholeness and facilitate workshops to enhance their executive functioning skills
- Provide students with training around Sexual Harassment and Healthy Relationships
- Facilitate CARES Team
- Participate in clinical supervision, case consultation, and ongoing training, as needed
- Lead professional development opportunities for faculty (delivery of SELs, mandated reporting, etc.)
- Attend department meetings and assist the college/alumni counselors as needed
- Support with lunch duty, chaperoning, Faculty/All Hands meetings, school events (Open House, Baccalaureate Mass, Graduation, etc.)

Required Skills and Qualifications

- A Master's Degree in Counseling, Social Work or a related field
- Minimum two years experience working as a high school or middle school counselor
- Commitment to DEIB (Diversity, Equity, Inclusion, and Belonging)
- Proficiency in using technology in the classroom to enhance student learning
- Exhibit a personality that demonstrates enthusiasm, openness, and dedication to being a lifelong learner
- Exhibit interpersonal skills to relate well with students, staff, administration,

parents, and the community

Compensation

Placement on the Salary Scale is based on education and experience. Salary ranges from \$64,00 – 98,000.

403(b) with matching; Health, vision and dental benefits

Application Process

If you would like to be considered for a faculty position at Cristo Rey De La Salle, please submit a PDF document of your resume and cover letter with 3 professional references and 1 personal reference to hr@crstoreydelasalle.org.