

Comprehensive Developmental Guidance and Counseling Program

Professional school counselors provide and carry out a comprehensive developmental guidance and counseling program which focuses on the uniqueness of *all* students in three areas of development: academic, career and personal/social. These areas or domains are in alignment with the American School Counselor Association (ASCA) national standards. The program components include the guidance curriculum, individual planning, responsive services and program management.

School Counselors are Certified Professionals

All professional school counselors must have a Masters Degree and meet certification requirements as defined by the State Department of Education.

Roles and Responsibilities

School counselors serve as:

Counselors	Advocates
Consultants	Coordinators
Teachers	Facilitators
Managers	

Elementary School Counselors

- Implement effective classroom lessons focusing on understanding self and others, coping strategies, peer relationships, effective social skills; problem-solving, decision-making and study skills; and career awareness.
- Provide individual and small group counseling dealing with self image, interpersonal concerns, academic development and personal concerns.
- Provide assessment by helping students identify their skills, abilities, achievement and interests through counseling and guidance activities.
- Develop student career awareness.
- Work with specialized populations which require special attention.
- Provide consultation with teachers, administrators and staff.
- Make appropriate referrals for special services for students and families within the school and community.
- Communicate and exchange information with parents/guardians via conferences, parent education workshops, and newsletters.
- Coordinate schoolwide guidance-related activities which promote the student's personal growth and skill development.

Middle School Counselors

- Provide transition activities between elementary and middle school and middle and high school.
- Counsel students in groups and individually, depending upon the nature of the concern.
- Participate with school staff as members of interdisciplinary teams.
- Serve as consultants to teachers and parents by providing information which assists in meeting student academic and emotional needs.
- Implement appropriate classroom lessons which target the academic, career and personal/social development needs of middle school students.
- Serve as liaisons between the school and community resources.
- Review educational records and plan appropriate student academic programs.
- Make appropriate referrals for social services within the school and the community.
- Disseminate information to parents/guardians via individual conferences, large-group meetings and newsletters.

Secondary School Counselors

- Provide direct counseling services to students individually and in support groups.
- Implement classroom lessons focusing on orientation to the school, graduation requirements, career exploration, post secondary options, and academic skills.
- Serve as liaisons between parents, school staff, students and the community.
- Consult with teachers and staff members.
- Coordinate meetings between students, parents and staff.
- Facilitate referrals to school and community services and or agencies.
- Disseminate information to parents/guardians about graduation requirements, academic programming, and postsecondary planning through large-groups workshops.
- Advise students on academic planning, graduation requirements, personal/social concerns and career decision-making skills.
- Provide career guidance to students individually and in large groups.
- Assist students with the college selection and application process.
- Review confidential and other school records.
- Serve on school and community committees.