

**Pangburn School District
1100 Short St
Pangburn, AR 72121
Phone: 501-728-4511 Fax: 501-728-4514**

Position: Middle School Counselor (Grades 5-8)

Posted: 4/22/2021

Application Deadline: UNTIL FILLED

Reports to: Building Principal

Length of Contract: 190 days

Minimum Qualifications:

1. Applicant must hold current Arkansas Teaching License in Elementary Guidance Counseling.
2. Prefer applicant with experience in the specific area.
3. Successful completion of state-required child maltreatment and background check*

Essential Duties:

- Provide support and guidance through classroom instruction as well as individual student services that aid in academic, social, and emotional development.
- Develop positive rapport/relationships with students by encouraging students and celebrating their accomplishments, growth, birthdays, etc.
- Promote age appropriate programs for positive growth and development of students.
- Refer students for mental health services when necessary.
- Coordinate administration of state mandated assessments.
- Effectively communicate with students and families.
- Serve as 504 coordinator, coordinating and conducting meetings for referrals and annual reviews, constructing and organizing plans, and distributing information to appropriate staff members.
- Create, submit, and implement Comprehensive School Counseling Plan.

Application Process: Email the below listed application materials to drollandpangburnschools.org

- Letter of Interest & Resume
- PSD Licensed employment application (download from pangburnschools.org)
- Copies of college transcripts
- Copy of current Arkansas Teaching License

Items may also be sent in via fax to 501-728-4514 or mailed to:

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*To complete state-required child maltreatment and background check, go online to <http://dese.ade.arkansas.gov/divisions/educator%20effectiveness/educator-licensure/background-checks>