



### ***Horizons at Harley seeks School Counselor for Year-Round Program***

Horizons at Harley is a transformational summer learning experience that helps close the opportunity gap for students from the city of Rochester. Each summer, 135 Horizons students spend six weeks on the campus of The Harley School engaged in a full-day program that blends high-quality academics with cultural enrichment. Students are re-enrolled for consecutive summers starting after Kindergarten and continuing through 8th grade. During the school year, Horizons provides continued support to K-8 students, with a focus on those below grade level in reading and math, and guidance to 30 Horizons graduates in high school.

The Horizons School Counselor is a full-time year-round position. The Counselor will provide support to K-8 students throughout the school year by connecting them with services as needed and monitoring academic and social-emotional progress. In addition, the Counselor will be responsible for *Rise*, our 9-12 program, to ensure that our high school students are on track to graduate, connected to summer opportunities, and are motivated and hopeful about their futures.

#### **Qualifications:**

- Master's Degree in School Counseling with valid NYS certification.
- Experience working with students from urban school districts.

#### **Summer Responsibilities:**

- Provide social and emotional support for students throughout the summer program.
- Work with students individually on solving personal problems related to such issues as home and family relations, health and emotional adjustment.
- Work to discover and develop special abilities of students.
- Develop and implement career program into the summer program.
- Help students evaluate career interests and choices.
- Assist students in evaluating their aptitudes and abilities through the interpretation of individualized test scores and other pertinent data.
- Support the Executive Director in a functional capacity as needed throughout the summer program.

### **Year-Round Support for K-8 Students:**

- Develop and sustain connections with schools that serve our students: administrators (principals, vice principals), support staff (school counselors, social workers), and teachers.
- Build and maintain family connections including regular home visits as needed outside of school hours.
- Develop and maintain student records and protect their confidentiality:
  1. Obtain standardized test data and current quarterly report cards from home schools for all students yearly.
  2. Review assessment data from the Horizons program to develop a caseload of students who fall below grade level in reading and math.
- Identify appropriate support programs in literacy and math for identified at-risk students and facilitate connections between students and services.
- Develop tutoring program if/as needed to ensure all students perform at grade level in reading and math in grades K-6.

### **Year-Round Support for 9-12 Students:**

- Aid students in course selection.
- Provide one-on-one assistance to students in the college application and financial aid process.
- Ensure SAT/ACT programs for all high school students.
- Develop internships with local businesses that are accessible to Horizons students.
- Develop partnerships with Rochester organizations to build a network of resources for our students.
- Develop/access college and career readiness program(s).
- Represent Horizons on the Rochester College Access Network (RCAN).
- Assist students to find meaningful and enriching summer experiences: part time jobs, pre-college courses.
- Coordinate monthly workshops around student skills and career exploration.

Perform other duties consistent with the role of School Counselor as assigned by the Executive Director. Performance will be evaluated yearly by the Executive Director.

**Applications will be accepted until the position is filled.**

**Anticipated start date:** Summer 2019 (Availability by July 8 is desirable.)

In the interest of promoting a diverse and inclusive workforce, Horizons at Harley welcomes candidates from all backgrounds. The Harley School's mission statement begins, "We are a diverse, inclusive school."

To apply for this position please send a cover letter and resume to Robin Mitchell. This can be emailed to [rmitchell@harleyschool.org](mailto:rmitchell@harleyschool.org) or mailed to:

Horizons at Harley  
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