



### ***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, more than 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 continues to support students, with a focus on those below grade level in reading and math, and runs monthly programming for approximately 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.

#### **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 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:**

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

**Summer Responsibilities:**

- Provide social and emotional support for students throughout the summer program.
- Evaluate student assessments and other pertinent data to support differentiated classroom instruction.
- Work to discover and develop special abilities of students.
- Build career exploration opportunities into the summer program.
- Support the Executive Director in a functional capacity as needed throughout the summer program.

Perform other duties consistent with the role of School Counselor as assigned by the Executive Director.

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

**Anticipated start date:** September 2019

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 [horizons@harleyschool.org](mailto:horizons@harleyschool.org) or mailed to:

Horizons at Harley  
Attn: Robin Mitchell  
1981 Clover Street  
Rochester, NY 14618