LOWER SCHOOL (K-5) COUNSELOR

DEPARTMENT: STUDENT SUPPORT SERVICES
REPORTS TO: DIRECTOR OF STUDENT SUPPORT SERVICES
STATUS: PART-TIME, NON-EXEMPT (10 HRS/WK)

Black Pine Circle School is a K-8 independent school in Berkeley, California. For close to 50 years, we have created lifelong learners through an inquiry-based Socratic education that places equal emphasis on academics and the arts. Our Lower School (grades K-5) supports approximately 130 students, and our Upper School (grades 6-8) supports approximately 200 students.

Position Description: The lower school counselor will support Black Pine Circle’s counseling program for K-5 students. The counselor will consult with faculty and parents to enhance their effectiveness in helping students thrive. The lower school counselor is key in providing social and emotional and educational program support to students who need it.

Essential Duties and Responsibilities:

• Counsel individuals and small groups of students toward social and emotional growth.
• Consult with and train faculty and staff regarding emotional and developmental needs of lower school students.
• Promote social and emotional learning.
• Refer children and their parents to special programs, specialists, and outside agencies, when appropriate.
• Participate in, coordinate, and conduct activities that contribute to the effective operation of the counseling program, in coordination with Black Pine Circle School’s student support services team.
• Pursue continuous professional growth.
• Follow community policies and procedures that demonstrate inclusive and equitable practices.
• Other duties as assigned.

Qualifications and Requirements: A master’s degree from an accredited college or university is required; preferably in school counseling, mental health, school psychology or social work. Experience with elementary student population. Demonstrates strong written and verbal communication skills.

Interested candidates may apply by sending a cover letter and resume, and how you became aware of this position to: jobs@blackpinecircle.org
Black Pine Circle School is an Equal Opportunity Employer. We have an ongoing commitment to the creation of a workplace free of discrimination and harassment. We encourage applicants from all cultures, races, ethnicity, sex, religion, ancestry, sexual orientation, gender identity, national origin, age, physical or mental disability, pregnancy, military and veteran status, citizenship status, marital status, genetic information, height, weight, or any other status protected by federal, state, or local law. We are committed to a fair and equitable workplace where everyone is a respected and valued member of the team.