

SECONDARY SCHOOL COUNSELOR (GRADES 6/7)

POSITION SUMMARY

Division: Secondary School

Category: Overseas and/or Local Faculty

Start Date: July/August 2023

Contract Length: Two years, full time

CREATIVE COURAGEOUS COMPASSIONATE

VISION: We aspire to be a creative, courageous and compassionate learning community dedicated to a better world for all.

MISSION: AISB engages learners with a rigorous and balanced international education that inspires students to get the best from themselves and others and to be ethical and open-minded in their thinking about our world.

INCLUSION STATEMENT: AISB is committed and continues to strengthen our practices in creating a safe, inclusive and equitable school community where everyone feels a sense of belonging.

COUNSELING MISSION STATEMENT

AISB Counselors aspire to cultivate a compassionate, safe & inclusive environment where all students feel affirmed, heard and empowered to be themselves and take courageous action in life.

AISB Counselors:

- Deliver a comprehensive developmental counseling program;
- Work in partnership with students, parents, faculty and staff;
- Advocate for and value the diversity of all students within a global context;
- Foster wellbeing and the holistic development of each student.

AISB Counselors believe that all students:

- Have the ability and the right to learn, grow and develop ;
- Have the right to a caring adult professional advocate at school;
- Have the right to feel safe, supported, and accepted in school;
- Have unique skills, strengths and potential.

ESSENTIAL RESPONSIBILITIES

- Assessing learning and social-emotional needs to advise on the best approaches and provisions to support learning and development;
- Facilitating a successful transition process for families arriving to Romania and/or AISB as well as those leaving the school community;
- Facilitating the implementation of our social-emotional curriculum in the classrooms (including the Keeping Safe Child Protection Curriculum and Sex Education lessons);
- Individual Student Planning - assist students, individually or in groups, with developing personal/social skills, goals and plans;
- Collect observations and developmental background information, and provide ongoing monitoring to design possible interventions and better inform parents, teachers, and other education professionals in best supporting students;
- Participating regularly in the Student Care process which identifies struggling students and determines how best to meet the social, emotional, behavioral and learning needs of these children;
- Collaborating regularly with the other counselors, teachers, the Secondary Leadership team, Learning Support and other members in the school;
- Keeping documented records, progress monitoring and data in regards to child needs and counseling programs;

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- Developing and applying effective interventions to promote psychological well being and social, emotional and behavioral development, and to support educational success;
- Developing and facilitating workshops, presentations, and courses for parents, teachers and others involved with the education of children;
- Reviewing, developing and implementing policies (e.g. child protection policy, inclusion policy, etc.);
- Liaising and networking with other local, regional and international professionals (e.g. community mental health professionals, ISCA, CEESA, IDS, etc.);
- Understanding of and responding to Child Protection incidents according to our school policy, procedures, and Romanian Law.

QUALIFICATIONS & SKILLS

- Experience working with and understanding young learners and their development;
- A university degree in a related field;
- A school counseling certification or relevant accreditation;
- At least 5 years previous experience in a school setting;
- Understanding of the unique needs of an international school context;
- Working with and/or understanding of MYP is preferred;
- Understand and/or have experience implementing a Social-Emotional Learning curriculum;
- A relevant degree and a current teaching certificate;
- Experience with the IB MYP/DP and/or an international Secondary School environment (preferred);
- Excellent interpersonal skills; the ability to work in a highly collaborative environment;
- Excellent communication skills in English (oral and written);
- Skills and training for effective technology integration.

KEY ATTRIBUTES

- Ability to connect and relate warmly to children and adults;
- A holistic and strength based approach to working with children and families;
- Ability to maintain confidentiality;
- Excellent listening, observational, verbal and written communication skills;
- The ability to collaborate with others and consider alternative perspectives;
- A commitment to professional growth;
- A proactive approach and ability to take initiative when needed;
- Ability to navigate emotionally intense situations;
- Patient, enthusiastic, sensitive and flexible;
- Positive individual who takes care of their own well being.

Visit our website to learn more about: [Careers at AISB](#) | [Our School](#) | [Our Learning Beliefs & Practices](#)

Please feel welcome to contact our HR Manager, [Roxana Lungu](#), for further queries.

