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## **Position Posting:** School Counselor

**Background Information:** Mother McAuley Liberal Arts High School, sponsored by the Mercy Education System of the Americas, is a Catholic college preparatory, all-girls high school, located on the southwest side of Chicago. With a balanced vision of academic excellence, cultural wealth in the liberal arts, athletic achievement, and a strong spiritual life, Mother McAuley is a place young women grow as compassionate, responsible, and productive Christian leaders. It is through our innovative liberal arts and college-preparatory program that students are equipped with the knowledge, skills, and confidence they will need to meet the demands of a fast-changing world as decision makers and leaders guided by strong Mercy values. *As such, we seek professionals who are committed and capable to fulfill this incredible mission.*

**Position Summary:** The school counselor guides students academically, socially, and emotionally by developing their full potential in the direction most beneficial to themselves and society through individual as well as group guidance and counseling experiences. Such experiences focus on self-understanding, attention to their unique interests, abilities and needs in relation to their environment, limit-setting, emotional control, relationships, decision-making competence, conflict resolution, as well as future college and career planning. The counselor works cooperatively with other two school counselors, social worker, college counselor, Director of Student Services, Dean of Students, and School Nurse and upholds the mission and philosophy of the school.

### **Essential Duties:**

- Assumes counseling responsibilities for an alphabetical listing of students
- Acts as a collaborative member of the Student Services Team and assists with implementation of the long-range action plans
- Provides individual counseling and group counseling activities and events as directed in the counseling curriculum
- Consults with teachers and shares appropriate information needed for student academic success and well being
- When necessary, meets with parents to discuss assessments and student counseling goals
- Provides presentations to external stakeholders when requested, such as, class assemblies, parent meetings, etc.
- Works closely with the college counselor during the college search, application, and admission process

**Education/Experience:**

Required:

- Master's Degree in School Counseling
- Demonstrates excellent communication and organizational skills
- Exhibits collaborative, assertive, and relational skillset
- Proficient in position-related technology

**Contact:**

Eileen O'Reilly, Principal  
eoreilly@mothermcauley.org

**Application Instructions:** Candidates should send a cover letter and resume with the position title in the subject line

**Additional Information:** We offer a competitive salary and a comprehensive benefits package including medical, dental, life insurance, and a retirement plan. Many opportunities to be involved in extra-curricular activities such as club moderator and coaching are also available. Participation in these activities is strongly encouraged and welcomed.

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*Mother McAuley is an equal opportunity employer and will consider all applicants equally.  
Resumes will be accepted until the position is filled.*