

**LEXINGTON / RICHLAND SCHOOL DISTRICT FIVE, SOUTH CAROLINA
JOB DESCRIPTION, SEPTEMBER 2021**

**JOB TITLE: CLINICAL COUNSELOR
OFFICE OF STUDENT SERVICES AND PLANNING**

GENERAL STATEMENT OF JOB

Under limited supervision, provides direct counseling services to students requiring intensive support in a wide range of areas to include emotional, behavioral, and relational issues. Coordinates with other support professionals in the school system as well as professionals in private practice and community agencies to meet the student's needs. Performs related professional and administrative duties as required. Reports to Office of Student Services and Planning

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

Adheres to all professional legal and ethical standards.

Provides intensive individual counseling with students PK-12 to support them in issues including but not limited to anxiety and depression, relationships, substance abuse, identity, adjustment, grief and loss, behavior, self-image, aggression, suicidality, and wellness.

Applies research-based counseling approaches (e.g., cognitive behavioral therapy, acceptance and commitment therapy, strength-based therapy, child-centered play therapy) and structures (e.g., family sessions, small group counseling) to meet individual student needs as appropriate.

Frames the counseling experience as an opportunity to develop the student's resourcefulness, resilience, problem-solving, and communication skills.

Examines social issues that may influence the student's mental well-being including peer pressure, bullying, substance use, prejudice, school/work stress, financial challenges, and health issues.

Involves students in setting counseling goals, developing a treatment plan, and gaining insight.

Works with students to identify situations, behaviors, and thoughts that interfere with their wellness.

Uses a rotating schedule so students are not regularly missing the same classes.

Offers after-school hours on a regular basis to minimize loss of class time and to allow the flexibility for family sessions and communication.

Maintains regular communication with the student's school-based team to coordinate and ensure effective management, cohesiveness, and integration within the scope of District 5's support systems.

Avails students of any additional resources that may meet their needs within District 5 or within the community.

Maintains regular communication with the Lead Clinical Counselor.

Follows procedures for maintaining records and documentation according to District 5 policy and in accordance with legal and ethical guidance.

ADDITIONAL JOB FUNCTIONS

Performs routine administrative/office tasks as required, including but not limited to preparing reports and correspondence, copying and filing documents, answering the telephone, sending and receiving faxes, entering and retrieving computer data, etc. Performs related duties as required.

MINIMUM TRAINING AND EXPERIENCE

Master's degree or higher supplemented by at least three years of successful counseling experience. Must also hold one of the following licenses, or be currently working to obtain licensure: Licensed Professional Counselor, Licensed Social Worker, Licensed Psychologist, Certified School Psychologist, Licensed Marriage and Family Therapist.

DISCLAIMER: This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.