



Upper School Counselor Position

The Episcopal School of Baton Rouge seeks a warm and engaging Upper School Counselor for the 2021-2022 academic year to work with 9th-12th grade students. The Upper School Counselor is an integral part of the Upper School administrative team, working with students, parents, teachers, and administrators to support students in their academic, social, and emotional growth. This role also collaborates cross-divisionally to support community initiatives. This position is a ten-month, full-time position to begin August 2021. The responsibilities of this position are detailed below.

Description of School

Episcopal School of Baton Rouge, a college preparatory educational community of approximately 950 students and approximately 170 professionals, includes grades PreK-3 through 12 that embraces the whole-child educational philosophy. As an Episcopal school, Episcopal School of Baton Rouge was created to be a diverse institution of educational and human development for all persons, regardless of origin, background, ability, or religion. Episcopal is known for its academic performance, for its attention to the spiritual lives of its students, and for offering a wide range of opportunities for student education and development. Opportunities to excel in academics, arts, athletics, service, and community leadership characterize the school's program.

General Duties

- Provide individual and small-group counseling to meet the developmental and social/emotional needs of students, with a focus on student well-being.
- Provide academic counseling and help coordinate academic support and learning support services.
- Work closely with the Upper School Division Head, the Learning Support Specialist, Division Counselors, other administrators, and teachers to support the social, emotional, and academic needs of students.
- Communicate with parents regarding the physical, social/emotional, and/or psychiatric needs of students.
- Refer students to appropriate community mental health professionals when necessary. Interview and review credentials of local professionals for possible referrals.
- Oversee the Upper School advisory program, including assigning students to advisory groups, training faculty advisors, and planning the advisory curriculum.
- Serve on various teams: School Counseling Team, Learning Support Services, Upper School Grade Level Teams, Upper School Admissions Committee.
- Provide routine communication with the parent community (parent coffees, blogs, book studies, etc.).
- Partner with Division Counselors for schoolwide programming initiatives for students and parents, including but not limited to substance abuse, healthy relationships, and technology safety.

- Collaborate with the Dean of Students and Upper School Division Head to support student clubs, activities, and grade level retreats.
- Oversee the student ambassador program in collaboration with the Admissions Department, pairing current students with incoming students.
- Participate regularly in growth-oriented educational opportunities; remain current in educational counseling practices.
- Attend scheduled faculty/division/department meetings.
- Perform additional duties assigned including, but not limited to, supervising students during community times, morning and/or afternoon carpool.

Personal and Professional Characteristics and Experiences

- An advanced degree in counseling, school counseling, or social work and/or certification in school counseling is required. Professional licensure is preferred.
- Ability to build positive relationships with all students and to create a warm and welcoming office environment conducive to all students.
- Ability to juggle many responsibilities and adaptable to change.
- Experience providing Upper School learning support preferred.
- Ability to confidently assess and respond to student crises.
- Appreciation for and understanding of the developmental characteristics of this age group.
- Embraces the whole child educational philosophy and puts students first.

Our School Mission

As a ministry of the Episcopal Diocese of Louisiana, Episcopal School of Baton Rouge nurtures and develops the whole child -- spiritually, intellectually, morally, physically, and artistically -- through challenging academic and co-curricular programs which prepare our graduates for college and for purposeful lives.

Our Episcopal Identity

Episcopal schools are Christian communities whose missions integrate spiritual formation into all aspects of the educational experience in a graceful and inclusive way. Even the most diverse of Episcopal schools are created to be communities that honor, celebrate and worship God as the center of life. We are created to be models of God's love and grace. We are created to serve God in Christ in all persons, regardless of origin, background, ability, or religion. We are created to "strive for justice and peace among all people and [to] respect the dignity of every human being."

Episcopal schools have been established, however, not solely as communities for Christians, like a parish church, but as diverse institutions of educational and human development for people of all faiths and backgrounds. Episcopal schools are populated by a rich variety of human beings, from increasingly diverse religious, cultural, and economic backgrounds. By weaving the principles of meaningful school worship, rich community life, foundational religious education, and striving for social justice into the very fabric of the school's overall life, Episcopal schools ensure that we challenge all who attend our schools to build lives of genuine meaning, purpose, and service in the world they will inherit.

Submission Information

Episcopal will offer a competitive salary and good benefits for this position. Digital applications are preferred and welcomed at forets@ehsbr.org. Please include an [employment application](#), cover letter, resume, copy of transcripts, references, and explanation of your interest in the position. Application materials can also be sent to Sarah Foret, Episcopal School of Baton Rouge, 3200 Woodland Ridge Blvd., Baton Rouge, LA 70816.

Episcopal School of Baton Rouge is an equal opportunity employer dedicated to a policy of nondiscrimination in employment upon any basis, including race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability, genetic information, political affiliation or military service.