

## Counselor High School Position

### About Cristo Rey

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Cristo Rey Fort Worth (CRFW) High School delivers a career focused, college preparatory education in the Catholic tradition for students with limited economic resources. Through the unique integration of a college preparatory academic curricula, four years of professional work experience, and support to and through college, Cristo Rey students are achieving their aspirations for postsecondary success at rates exceeding their peers.

Founded in 2018, CRFW is the 35th school in the Cristo Rey Network, an association of 40+ schools dedicated to preparing students for attending and graduating from four-year colleges and universities. Our vision is to set students up to lead futures grounded in faith, purpose, and service. At CRFW, students and families see Cristo Rey as an investment in their future.

#### Who We Are:

- **Values-Driven:** We educate the whole student: academically, spiritually, and socio-emotionally.
- **Growth Opportunities and Community:** We prioritize our faculty and staff's learning and growth, including a schedule with additional planning and collaboration time.
- **Invested Students and Engaged Families:** Our students' families seek out our schools.
- **National Network:** Our faculty and staff are a proud part of a national movement.

Learn more about [our school](#).

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### Position Summary

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Join an innovating, dynamic, and mission-based school which values our faculty, staff, and students. Members of the Cristo Rey Fort Worth faculty and staff are primarily responsible for creating and maintaining a culture of learning and want to be a part of a transformative educational community like no other in the area.

## What You'll Do

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### **Core Responsibilities**

The school counselor plays a multifaceted and integral role in supporting students' academic, social, emotional, and personal growth. Their core responsibilities include:

- **Direct Student Support**
  - Implements an effective referral process to help students and others use special programs and services
  - Provides individual and small group counseling to address students' diverse needs
  - Meets with all students at minimum once per year and provides support more frequently for those who require additional services
  - Helps students address specific issues, develop coping mechanisms, and learn strategies to foster personal growth
  - Meets with incoming students during the GRIT Academy Summer program
  - Creates and monitors interventions for multi-tiered support
  - Refers students to specialized services when needed
- **Collaboration and Consultation**
  - Works closely with parents, teachers, administrators, and other stakeholders to create a supportive environment for students, including providing Professional Development, Social-Emotional Learning (SEL) lessons, and parent engagement and educational opportunities
  - Help teachers incorporate social and emotional learning and trauma-informed care into classroom environment and/or curriculum
  - Leads education efforts for the student body in relation to national awareness weeks or months, harassment concerns, mental health, drug abuse, etc.
  - Attends and prepares data for school committees, including the Student Success Team and Grade Level Teams
  - Supports the student admission process with counseling assessments and recommendations
  - Supports the Dean of Students with students' attendance data, family communication, parent meetings, and contracts
  - Collaborates with external agencies to connect students with community resources
  - Engages with counselors from other Cristo Rey Network (CRN) schools to

support the mission and vision of the CRN, especially in helping CRFW students

- **Program Development and Implementation**

- Develops and implements a comprehensive school counseling program that aligns with identified campus needs and promotes student success
- Maintains a school counseling program to further students' capacity to be their own advocates and successfully navigate their own lives
- Incorporates SEL and trauma-informed practices into the school environment, including providing necessary training for stakeholders and lesson development for SEL instruction

- **Documentation and Compliance**

- Maintains accurate records of counseling activities, including complying with policies established by federal and state law
- Compiles, maintains, and files all required physical and computerized reports, records, and other documentation, including documenting services provided, interventions, and referrals
- Complies with all additional school and applicable policies to ensure student safety and ethical behavior, including VIRTUS verification, the Safe Environment program, and the Fort Worth Diocesan Code of Ethics ensuring compliance with legal and ethical standards
- Supports the Campus Minister and HR departments in ensuring Safe Environment requirements (i.e. seminars, documentation, etc.) are followed and maintained

- **Data-Driven Decision Making**

- Utilizes data to identify student needs, monitor progress, and evaluate program effectiveness
- Creates reports and materials to represent the gathered data

***Additional Responsibilities***

- Supports schoolwide programming assisting in supervision of student life opportunities like quarterly awards, retreats, sports events, clubs, and other activities
- Assists in supervision on campus to be present and build relationships with students
- Maintains a positive and effective relationship with supervisors
- Serve as a chaperone/leader of field trips, immersion experiences, retreats, Christian Service opportunities, and other activities

- Acknowledges and supports the developmental and educational benefits of the school's Corporate Work Study Program (CWSP)
- Participates in Admissions Interviews and Admissions events such as Orientations and Open Houses
- Attends school community celebrations and events
- Attends and participates in school liturgies, prayer services, and retreats; being present to supervise at assigned athletic and extracurricular events
- Attends Baccalaureate Mass and graduation
- Supervises any counseling aide(s), interns, or Title-funded counselors

### **Professional Presence**

- Model values consistent with Catholic education and service to others
- Participate in continuing professional development, including school-wide and department-specific offerings and initiatives for instruction and student support
- Participate actively with a growth mindset in our learning organization through collaboration with colleagues in a range of contexts and regular weekly meetings involving student-oriented, solution-focused problem solving, and public practice and feedback
- Partner with the full Cristo Rey community to further the mission as a college preparatory school, including supporting student life activities, admissions, college programs, and supervisory needs
- Other responsibilities and duties as assigned by the Principal, Dean of Students, Dean of Curriculum and Instruction, and Director of College Initiatives
- Reports to the Principal

## Who You Are

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- Master's degree in the field from an accredited university
  - Two years of school counseling experience preferred
  - Licensed counselor preferred
- Commitment to the mission and vision of Cristo Rey Fort Worth High School
- Commitment to Catholic, faith-based education and values
- Commitment to a *to and through* four year college plan for every student
- Able to Connect with culturally and linguistically diverse students and their families
- Proficient in using technology to advance teaching and learning (Google Suite at minimum) and ability to learn systems (Rediker, Securly)
- Adaptable and able to be flexible in an entrepreneurial, educational nonprofit

- Available to begin working in January 2025 of the current school year (2024-2025) and able to work a longer school year from July to the first week in June.
- Complete VIRTUS training, sign a Code of Conduct, and pass a background check
- A minimum of 2 years of successful school counseling experience in an urban or Catholic school secondary education setting preferred
- Experience with English Language Learners preferred
- Bilingual in Spanish preferred

## How to Apply

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Please complete the online application process found on our [Employment Opportunities website](#).

## Our Commitment

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*Cristo Rey Fort College Prep is committed to creating and maintaining a workplace in which all employees have an opportunity to participate in and contribute to the success of the school and are valued for their skills, experience, and unique perspectives. CRFW does not discriminate based on race, color, ancestry, national origin, sex, gender, religion, disability, veteran status, and age.*