

Lummi Nation School

Educational Excellence for the Future



2334 Lummi View Drive / Bellingham, WA 98226

Ph. (360) 758-4300 Fax: (360) 758-3152

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: 6-8 Middle School Counselor

OPEN: July 31, 2024

EXEMPT: No

SALARY: Education LNS Salary Scale

SHIFT: Day

LOCATION: Lummi Nation School

DURATION: Regular Full-Time 12 mo. Contract

CLOSES: Until Filled

JOB CODE:

DIVISION: Education

DEPARTMENT: Lummi Nation School

SUPERVISOR: Director of Student Intervention

VACANCIES: 1

JOB SUMMARY: To use leadership and counseling skills to promote the educational development of each student. To enable students to develop the fullest possible educational experience from school by promoting their sense of self, by coordinating with their families, by counseling with them, by coordinating with community efforts in their behalf.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Work closely with the LNS Counseling Team to ensure physical, emotional, and mental needs of all students are met and managed in a productive and efficient manner.
2. Conduct individual, group and classroom setting counseling services to students.
3. Attend case conferences, SIT meetings, PLC, and leadership team meetings to help recommend placement and or corrective procedures for individual students.
4. Provide crisis intervention and management support to students, staff, and parents.
5. Teach skills in the classroom or other group settings concerning coping, social norms, HIB, human development, multi-cultural awareness, and problem solving as outlined by the K-8 master counseling schedule.
6. Promote monthly master scheduled awareness/behavior health themes throughout the building, school, career center and hallways.
7. Develop and deliver curriculum for Life Skills Class and schedule community speakers which relate to topics of discussion.
8. Lead the Student Intervention Team process (SIT); provide follow up and feedback to intervention plans/needs of students as decided by the team.
9. Participate in the Professional Learning Community process and weekly meetings.
10. Maintain case records on all referred students.
11. Advise and support the administration in program development.
12. Work closely with the Counseling Team and LNS Administrators when making referrals to community resources.
13. Participate in continuing education programs as required to maintain current certificate/credentials.
14. Meet monthly with LIBC partners to discuss needs, outcomes and collaboration opportunities as directed.
15. Other duties as assigned.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in education, or Human Services and or Master's degree in counseling or social Work; *required*
- Valid WA State Educational Staff Associate Certificate with appropriate endorsements; *required*
- Previous experience as a school counselor; *preferred*.
- 1 year experience with technology
- Must possess and maintain a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Experience working within the Lummi Community with high-risk youth and families in supplying community support services/referrals; *preferred*
- Ability to learn student data base systems
- Experience building a 7-12 master schedule.
- Evidence of leadership skills, position human relation skills and organizational/ management skills

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and CAMIS Check with Washington State Patrol and Federal Bureau of investigation Fingerprint Clearance.
- Must provide verification of employment from other districts/schools.
- Must provide grade transcripts.
- Must adhere to strict attendance expectations of the Lummi Nation School.
- Preferably vaccinated for COVID-19 including two (2) doses of a 2-dose series, or one (1) dose of a 1-dose series, plus 14 days beyond the final dose prior to the start date
- Proof of U.S. Citizenship.

TERMS OF EMPLOYMENT: All elements of this job description apply.

- Salary depends on qualifications.
- Job duration is year round (12 month employment- SY Contract)

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.