



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

JOB ANNOUNCEMENT

JOB TITLE: K-8 Elementary Counselor

****Re-Advertised****

OPEN: September 11, 2026

EXEMPT: Yes

SALARY: Education LNS Salary Scale

SHIFT: Day

LOCATION: Lummi Nation School

DURATION: 12 Month -Contract

CLOSES: Until Filled

JOB CODE:

DIVISION: Education

DEPARTMENT: Lummi Nation School

SUPERVISOR: K12 Lead Principalb

VACANCIES: 1

JOB SUMMARY: Use leadership and counseling skills to promote the educational development of each student. 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 job-related duties as assigned.

1. Work closely with the LNS Counseling Team to ensure the physical, emotional and mental needs of all K-8 students are met and managed in a productive and efficient manner
2. Conduct individual, group and classroom counseling services to students
3. Attend case conferences, MTSS 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. Participate in the Multi-Tiered Systems of Support (MTSS) process ; 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. Collaborate with the counseling team and administration on creating and tracking the Panorama surveys.

KNOWLEDGE, ABILITIES AND SKILLS:

- Ability to learn student database systems
- Routine physical activities that are required to fulfill job responsibilities.
- Communication, instructional strategies that connect the curriculum to the learners, student management.
- Possess cultural sensitivity in teaching and in relationships with students, parents, and community.
- Ability to inform, involve, and collaborate with parents and families to build strong school partnerships in the educational process.
- Ability to establish and maintain open effective communication and good rapport with students, parents and school personnel.
- Experience working within the Lummi Community with high-risk youth and families in supplying community support services/referrals; *preferred*
- Possess extensive technology experience
- Possess leadership skills, positive human relation skills and organizational/management skills.
- Knowledge of Special Education regulations.
- Ability to maintain confidentiality of records and information
- Knowledgeable with substance abuse prevention, intervention strategies with at-risk students, HIV/AIDs, sexual abuse, suicide and other behavioral impacts.

MINIMUM REQUIREMENTS:

- Bachelor's degree in Education or Human Services or equivalent
- Master's degree in Counseling, Social Work, or a related field required, or currently in progress with all degree requirements expected to be completed within 90 days of hire.
- WA State Educational Staff Associate Certificate with appropriate endorsements or willing and ability to obtain in the first 90 days of employment. Experience as a school counselor; *preferred*
- 1 year experience with technology; *preferred*
- Valid WA State Driver's License and able to meet tribal insurance requirements.
- Lummi/Native American/Veteran preference policy applies.

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.
- Experience working within the Lummi Community with high-risk youth and families in supplying community support services/referrals; *preferred*
- Attend and complete training in First Aid, CPR and Mandatory reporting.
- Provide verification of employment from other districts/schools.
- Provide official grade transcripts.
- Legally eligible to work in the United States.
- Willing and able to adhere to strict attendance expectations of the Lummi Nation School.

TERMS OF EMPLOYMENT:

- All elements of job description apply
- Salary depends on qualifications
- Job duration is year-round (12-month employment- SY Contract)
- 90 Day Probationary Evaluation Period Applies.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.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.