

Guidance Counselor

Marmion Academy, a competitive Catholic college-preparatory academy for young men seeks an experienced guidance counselor for the 2021-2022 Academic Year. The ideal candidate will possess a valid Illinois Professional Educator License(9-12) with an endorsement in school counseling or experience as a guidance counselor in a school setting. Marmion's salary and benefits program will be competitive and commensurate with a candidate's educational preparation and experience. Coaching and extracurricular opportunities are available.

Marmion Academy, founded in 1933, is owned and operated by the Benedictine Monks of Marmion Abbey and is situated on a 325 acre campus in Aurora, Illinois, 35 miles west of Chicago. Marmion is a member in good standing of many accrediting and professional organizations, including: the North Central Association of Colleges and Universities; the Illinois State Board of Education; the National Catholic Education Association; the Council for the Advancement and Support of Education; the National Association of Secondary School Principals; the National Honor Society and the Secondary Schools Admissions Test Board.

Requirements: Master's Degree

Salary: Commensurate with educational preparation and professional experience.

Benefits:

- Health and Life Insurance
- Retirement Plan
- Half remuneration for graduate study
- Tuition benefit for sons of faculty

Job Description:

- Meet and communicate regularly with Students, Teachers, and Parents to discuss individual students' academic needs, accommodations, and/or ongoing issues. Work collaboratively to ensure individual students' needs are met.
- Monitor academic and attendance records in order to identify potential at-risk students.
- For students with documented learning differences – assist in collecting information from the student's previous school, medical professionals, and parents. Then create / update accommodation plans for students on your caseload.
 - STUDENT SUPPORT PLANS
- Assist in registration and orientation programs for new students /parents.
 - NEW STUDENT REGISTRATION, NEW STUDENT ORIENTATION DAYS, 8THGRADE INFORMATION NIGHT, ETC.
- Lead group sessions to enhance social development of students and provide peer support.
 - FRESHMEN SKILLS, LIFE GROUPS, R&R CLUB, ETC.
- Actively participate on problem solving and intervention teams to facilitate proactive intervention and resolution to learning and/or behavioral problems.
 - MEET WITH ALL STUDENTS 2X PER YEAR, AS-NEEDED MEETINGS FOR STUDENTS IN CRISIS
- Research, analyze and organize problem solving, discipline, attendance and academic data to formulate plans for students and communicate to staff.

- Assist in planning and participate in various information sessions for parents and students regarding topics such as course selection, timely topics / issues our students are facing, scholarships, and/or post-graduate education.
 - PARENT ACADEMIES
- Assist students transitioning into high school, or transferring into Marmion from another high school.
- Assist in establishing and implementing credit recovery programs for students
 - COLLECTING RECOVERY MATERIALS FROM INSTRUCTORS
 - ASSISTING IN UNLOCKING / ADMINISTERING APEX EXAMS
 - UPDATING THE GOOGLE DRIVE AS STUDENTS COMPLETE RECOVERIES
- Establish a safe atmosphere conducive to a positive learning environment. Act as role model on appropriate behaviors ensuring social and emotional development is progressing normally.
- Assist in schedule changes and utilize different software and computer programs such as Naviance & LMS system, Rediker.
- Complete assessments, referrals, and counseling with students and families.

Qualified candidates are invited to **submit an application online.**