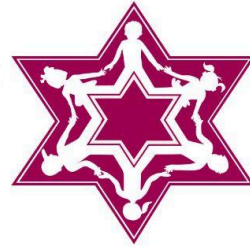


The Contra Costa Jewish DAY SCHOOL



Part Time Lower School (K-4) Counselor

Job Description and Desired Qualifications

The part-time Lower School (K-4) Counselor will work as a member of a diverse school community and its cohesive team to support the social and emotional well-being of the students at Contra Costa Jewish Day School (CCJDS) We are searching for a part-time Lower School counselor who will assist teachers as they work to address the personal, social, emotional, and academic development of individual students and the class. Employee will enjoy the support of a Senior Administrative Team and the CCJDS School Counselor.

Responsibilities

- Support implementation of CCJDS' K-4 social-emotional development curriculum, which includes Kimochis and Toolbox as examples of the CCJDS approach. Help guide, facilitate and differentiate social emotional development curriculum, per age or grade level as appropriate, for a diverse group of students. For example, provide lessons on friendship/peer relations, social skills, stress management and sensitive topics
- Collaborate with teachers, parents, administrators, and outside professionals to establish developmentally appropriate strategies for supporting students academically, emotionally, socially, and behaviorally
- Participate in case management, assess therapeutic needs of individual students, consult with and refer families to any necessary counseling. We do not expect ongoing individual therapy and the expectations for case management are limited
- Intervene and provide crisis management on an as-needed basis throughout the school year, including consultation, risk assessment, referral and follow-up
- Lead professional development programs for faculty in areas related to student social-emotional development and safety, mental health, and other developmental issues
- Observe students in a variety of in-school settings to effectively collaborate with the Student Support Teams, teachers, and families regarding student development and progress

- Interface as necessary with outside mental health resources as well as local and state agencies responsible for providing services to children in need

Schedule and Hours

This is a part-time, non-exempt position – 10 hours per week spread over 2-3 days per week.

Essential Requirements

- Master's degree in School Counseling or a related field
- Preferred: Pupil Personnel Services (PPS) credential, Associate or Licensed Marriage and Family Therapist (MFT), Associate or Licensed Clinical Social Worker (CSW), or Associate or Licensed Professional Clinical Counselor (PCC).
- Excellent record keeping/documentation skills and written and oral communication
- Strong collaboration experience
- Experience in working with lower school students
- Cultural competence, responsiveness, and sensitivity to diverse populations
- Natural rapport with children and love of working with the unique needs of elementary and middle school students
- Appreciation for the challenge and importance of classroom management

Pay Scale:

The anticipated annual salary range for this 0.25 FTE (10 hours per week) part-time position of Lower School Counselor is \$36 to \$70 hourly depending on experience and education. We are hiring as soon as possible and through June 11, 2025. Supervision towards MFT, CSW, or PCC licensure will be available if needed.

Apply

Please submit a cover letter and resume electronically to Dean Goldfein, Head of School at Mr.Goldfein@ccjds.org.

Contra Costa Jewish Day School

We are a K-8 independent school with approximately 180 students, accredited by the California Association of Independent Schools and the Western Association of Schools and Colleges. We would like candidates that want to engage in school life and culture. The school offers small class sizes, a supportive environment, true dedication to professional growth, and an innovative approach to learning. CCJDS is located in Lafayette, CA walking distance from a BART station, 10 minutes from Oakland and Walnut Creek. Go to www.ccjds.org to learn more about us.

Limitations and Disclaimer

The above job responsibilities are meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities associated with the position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with federal and state laws. Employment at Contra Costa Jewish Day School is “at-will”. All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Offers are contingent on passing a background check and TB assessment.

Non-discrimination Policy

The Contra Costa Jewish Day School welcomes qualified applicants with a variety of talents, interests, backgrounds and perspectives. CCJDS does not discriminate based on race, color, national or ethnic origin, sex, religion, sexual orientation, gender identity or physical disability in the admission of students or the employment of staff, nor does it tolerate sexual harassment.

Authorized Employment Status

As required by federal law, all offers of employment are contingent on verification of an applicant or employee’s authorization for lawful employment in the United States at the start of their employment.