Holy Cross School

School Counselor

The ideal candidate will ensure the safety, welfare, and overall wellness of all members of the school community. This role focuses on helping students reach personal and social success by collaborating with parents, teachers, and administration. The candidate will coordinate counseling programs for Pre-K to 8th grade, following the Diocese of Wilmington Guidelines.

Responsible to:
Principal

Job Type/Hours:
This position is full-time (8 hours/day, 7:30 am - 3:30 pm, Monday through Friday)

School Year:
2026-2027

Responsibilities include, but are not limited to:

Student Support:

- Assist teachers in identifying students who warrant evaluation (psychoeducational, speech, occupational therapy, etc)
- Attend meetings/conferences with teachers, parents, and public school districts
- Foster positive relationships with parents/guardians, serving as a resource and advocate for students and families, and provide ongoing communication and support
- Act as a liaison between the school, community agencies, and outside service providers to ensure support and resources for students and families

Personal and Social Development:

- Offer counseling to students who are experiencing personal or social issues that impact the educational experience
- Implement programs to promote positive behavior, conflict resolution, and student well-being
- Provide crisis intervention and support for students in emergency situations

● Plan and coordinate workshops for students and staff on various topics such as bullying prevention, time management, positive relationships with peers, planning for the future, etc.

Develop and Manage Programs:

- Design, implement, and evaluate a comprehensive school counseling program
- Teaching a junior high enrichment class on life skills
- Collect and analyze data to assess the effectiveness of counseling services and identify any areas for improvement
- Maintain accurate records and documentation
- Maintain clear and open communication with students families and administration

Requirements:

- Master's degree in School Counseling, Psychology, or a related field from an accredited institution
- Delaware licensure or eligibility for certification in school counseling
- Minimum of three years of experience is preferred
- Clearances on all required background checks
- Experience with counseling techniques, crisis intervention, and student intervention
- Ability to collaborate effectively with students, parents, teachers, school administration, and any other relevant or necessary parties
- Strong commitment to integrating the Catholic faith and values into students' everyday education

Interested applicants should supply a cover letter and resume to Mrs. Mallory O'Mara, principal, at momara@holycrossdover.org.