



Grade 7-12 School Counselor

Islesboro Central School, a K-12 island school serving approximately 80 students, seeks a 7th-12th grade School Counselor who is eager to support student success and make a significant impact in a close-knit, supportive community.

Responsibilities:

- **Student Support:** Provide individual and group counseling to support students' mental health and emotional well-being. Implement crisis intervention strategies and provide immediate support to students during emergencies or critical incidents.
- **College & Career Counseling:** Guide students through the college application process, including career exploration, college/workforce development training selection, application procedures, and the financial aid process. Assisting students and families navigate the post-secondary education financial aid/scholarship process.
- **Scholarship Program Management:** Oversee and coordinate a large scholarship program and grant funds intended for Islesboro students, including connecting with local donors and assisting students with the scholarship application process.
- **Master Schedule Development:** Collaborate with administration to develop the master schedule, ensuring optimal class offerings and teacher assignments.
- **Course Selection and Scheduling:** Assist students with course selection and scheduling, helping them develop academic plans that align with graduation requirements and the student's post-secondary goals.
- **Community Engagement:** Build strong relationships with students, parents, faculty, and the broader community.
- **Student Information System (SIS) Management:** Oversee and manage the electronic Student Information System, ensuring accurate and timely updates of student records.
- **Standardized Test Coordination:** Organize and administer standardized tests, ensuring compliance with testing protocols and timelines.

Qualifications:

- Master's degree in School Counseling or a related field.
- Valid Maine 075 school counseling certification.
- Experience with student information systems and data management.
- Strong organizational and multitasking skills.
- Excellent communication and interpersonal skills.
- Ability to work collaboratively in a team-oriented environment.
- Commitment to the academic and personal development of all students.



Islesboro Central School is located on the unbridged island of Islesboro in Penobscot Bay accessible by 20 minute ferry ride. ICS has a 100% graduation rate and enjoys the strong support of the community.

Please submit your resume, cover letter, and three professional references to Kate Legere at klegere@islesboro.k12.me.us