



Date Posted: 07/06/2022

Send resume to: Name: Sr. Margaret Sullivan  
Address: 4421 Lower River Road  
Stella Niagara, NY 14144  
Email: [srmargaret@stella-niagara.com](mailto:srmargaret@stella-niagara.com)

Type of Employment: Summer:  Part-Time  If part-time, # of hours per week Full-Time: X

Job Title of Open Position: Coordinator of Academic Services/School Counselor

Salary: Starting at \$25,000 Salary will be:  hourly X other

Employer: Stella Niagara Education Park Department School

Location Address: 4421 Lower River Road  
Stella Niagara, NY 14144

Employer website: [www.stella-niagara.com](http://www.stella-niagara.com)

### **Brief Job Description**

Coordinator of Academic Services/School Counselor at Stella Niagara Education Park for the 2022/2023 school year.

### **Essential Duties & Responsibilities**

- Organizes and facilitates programs to meet student needs in consultation with teachers and the Principal.
- Coordinates standardized testing.
- Provides individual and group counseling.
- Teaches Character Education Kindergarten-6th Grade.
- Collaborates with Peers and Parents

### **Qualifications: Required Education/Experience**

- BS or MS in School Counseling
- At least 2 years experience
- Salary will be based on education and experience

### **Desired Skills**

- Service Coordination
- Counseling
- Communication skills
- Classroom management
- Team Player

E.O.E.

How to Apply: By Mail X E-Mail X Fax  as above, no later than **08/31/2022**