



Amana Academy is seeking crew members with a sense of adventure and curiosity to work in a diverse, supportive and collaborative environment. Established in 2005, our demonstrated track record of empowering students to do more than they think possible has resulted in Amana being among the most well-regarded public charter schools in the state of Georgia.

We use the Harvard-based [EL Education](#) model as the foundation for our cross-curricular STEM program powered by design thinking. EL provides a holistic framework for measuring student success, placing as much emphasis on character development and quality craftsmanship as it does on academic achievement.

Our flagship campus is located in Alpharetta and is authorized by Fulton County Schools and the Georgia Department of Education. It is open to students in grades K-8 who reside in the Fulton County Schools district. Our West Atlanta campus is located in Smyrna and is authorized by the State Charter Schools Commission. It serves students in grades K-5 residing in the state of Georgia. Both campuses are tuition free.

**AMANA ACADEMY, INC.
JOB DESCRIPTION**

Job Location: Fulton Campus (Alpharetta)
Job Title: School Counselor
Department: Academics
Reports To: Principal or Appointed Designee
Status: Part Time or Full Time options
Work Schedule: 200 Days
Start Date: Immediate

DOING WORK THAT MATTERS

Utilizing leadership, advocacy and collaboration, School Counselors promote student success, provide preventative services, and respond to identified student needs by implementing a comprehensive school counseling program that addresses the academic and personal/social development for all students.

HOW YOU WILL EMPOWER STUDENTS TO GO BEYOND

Delivery of a Comprehensive School Counseling Program

- Implements developmentally appropriate and prevention-oriented group activities that meets students' needs
- Assists all students, individually or in groups, with developing academic, career and personal/social skills, goals and plans
- Interprets and utilizes student data accurately and appropriately
- Collaborates and communicates with parents, guardians and teachers in the development of educational and life plans
- Develops and implements an appropriate student referral process and follow-up process as needed
- Provides individual and group counseling to students with social and emotional needs
- Implements school wide prevention/intervention programs to support the emotional, social and behavioral needs of students
- Assists teachers, parents/guardians and students and others in interpreting and understanding student data
- Utilizes all available technology resources effectively, including Student Information System,

in the implementation and monitoring of comprehensive school counseling program

Accountability

- Conducts annual program review to evaluate extent of program implementation and effectiveness
- Measures results of comprehensive school counseling program activities and shares results with Principal and other relevant stakeholders, as appropriate
- Monitors academic performance and other relevant performance data (e.g. behavior, attendance, etc.) and utilizes data to provide appropriate interventions for students in need
- Accurately reviews and appropriately maintains student records related to counseling

ADDITIONAL RESPONSIBILITIES

- Performs other duties as assigned by the appropriate administrator

WHAT YOU NEED TO SUCCEED

- Education: Master's Degree in School Counseling required
- Certification/Licensure: Must hold or be eligible for 5-5 certification in school counseling
- Experience: 2+ years of experience in counseling students as individuals and in groups and experience interpreting standardized testing results preferred
- Knowledge/Skills/Abilities:
 - Ability to plan, implement, and evaluate a guidance and counseling program based on student needs
 - Proven skill in counseling/advising individuals and groups
 - Ability to convey accurate information regarding academic and career guidance
 - Ability to consult with teachers, staff, and parents regarding the needs of students
 - Knowledge of available school, system and community resources
 - Awareness of cultural diversity and its implications for school counseling
 - Must be able to successfully manage multiple tasks, projects, and responsibilities
 - Ability to apply critical thinking skills in rendering solutions to various issues
 - Must be able to collaborate effectively with District personnel, the general public, and work with diverse groups of people
 - Ability to work collaboratively and cooperatively as a member of a team and in a professional manner
 - Knowledge of current counseling practices across the academic, career and personal/social domains
 - Knowledge of current career and college entrance requirements
 - Excellent communication skills both written and verbal

ENVIRONMENT

- **Benefits**
 - Medical
 - Dental
 - Vision
 - Life & Disability Insurance
 - FSA/HSA
 - Paid Leave/Paid Parental Leave
 - 403B
 - Teachers Retirement System

Working Conditions

- Amana's flagship campus is located in a renovated shopping plaza, minutes from Alpharetta City Center and City Hall
- The building sits adjacent to 92-acre Wills Park, and teachers are expected to integrate this beautiful resource into daily activities, classroom instruction and expedition work where possible. Amenities include:
 - Walking Trails
 - An outdoor classroom
 - Playgrounds and fields for recess
 - Public art displays
 - Staff must be comfortable teaching and leading students in both an indoor and outdoor setting.
 - Staff must possess and demonstrate an innate comfort with flexibility and being able to adapt to new circumstances.

Physical Demands:

- Ability to lift and carry 30-50 pounds with assistance
- Ability to push or pull a maximum of 50 pounds
- May require stooping or crouching

APPLICATION INSTRUCTIONS

IMPORTANT: Please follow this format for efficient consideration.

1. Email jobs@amanaacademy.org Be sure to put your LAST NAME and TEACHING POSITION you are applying for in the Subject line, e.g., "Smith Elementary Classroom Teacher"
2. In the cover letter, indicate how your past experiences connect with EL Education principles (eleducation.org) and the Amana vision, mission and guiding principles (<https://amanaacademy.org/about/vision-mission/>).
3. Attach your current resume.