

Please email the following to Jeff Clark at jeff.clark@amity.k12.or.us:

- ✓ Oregon Statewide Teaching Application
- ✓ An Equal Opportunity Employer Form
- ✓ Resume
- ✓ Three letters of reference
- ✓ Statement addressing the job qualifications
- ✓ Transcripts may be sent with the application or provided during the interviewing process.

Amity School District 4J
1.0 FTE Elementary School Counseling Position

Amity School District 4-J is seeking qualified applicants for a full-time (1.0 FTE) elementary school counseling position. Candidates will demonstrate knowledge of assessments, professional responsibilities relating to the duties of a counselor, relationship building, family involvement, and be an active member of the school and community.

MINIMUM QUALIFICATIONS:

- Must have Oregon School Counselor Licensure with appropriate TSPC endorsements at the time of hire.
- This is not a TOSA position, prefer applicant with experience in a school counseling setting or experience that is equivalent to the role of counselor.
- Excellent organizational skills and time management.
- Demonstrated ability to use good professional judgment, to carry out school policies.

Essential Job Responsibilities:

- Assists with the scheduling and registration of students.
- Coordinate 504 Plans.
- Provides leadership and participates on the school's Positive Behavior Intervention and Support (PBIS team.)
- Designs and implements strategic behavior interventions.
- Tracks and monitors student attendance and provides leadership to data teams tracking and analyzing attendance.
- Designs, delivers, evaluates and revises a planned sequential, developmentally appropriate program to include lessons in social emotional learning, personal and academic goal-setting and career development.
- Provides teachers with specialized guidance material.
- Facilitates instructional process in collaboration with school staff and community resources.
- Provides behavioral and emotional support to students to promote academic growth.
- Serves as a community liaison to connect families to school and family resources.
- Provides for the health and safety of students in all instructional settings.
- Supervises students both in and out of the classroom. Reports incidents (e.g. fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to Education Code, district and/or school policies.

Other Job Functions:

- Directs educational assistants, volunteers and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students.
- Performs other duties which may be assigned.
- Participate in District sponsored in-service offerings, PLC meetings, etc. appropriate to assignment.

- Assist other teachers for the purpose of implementing curriculum.

Skills, Knowledge and/or Abilities Required:

- Skills to work effectively with teachers, students and families, intervene in crisis situations, provide counseling, interpret test data, and communicate effectively.
- Knowledge of assessment instruments and their application, relevant education codes, state and district policies. Abilities to sit for prolonged periods, complete a case study and develop an individual education plan, be flexible, work under time constraints, work effectively with staff, families, students and community, work independently.

Start Date/Salary:

August 21, 2025

Placement on the Amity School District Teaching Salary Schedule.

Application Deadline:

Open until filled.

Reasonable accommodations for the application and interview process will be provided upon request and as required in accordance with the Americans With Disabilities Act of 1990. Persons with disabilities may contact Jeff Clark at 503-835-2171 for additional information or assistance. Speech/Hearing impaired persons may contact the district with assistance through the Oregon Relay at 1-800-735-2900.