

Part Time School Counselor

Butte Central Catholic School is seeking a dedicated and compassionate School Counselor to provide comprehensive counseling services to our students in Butte Montana. The ideal candidate will be a collaborative leader who promotes a positive school culture and supports students' academic, career, and social-emotional development.

Key Responsibilities

- Student Support: Provide individual and group counseling to students to address and overcome academic, career, and personal/social challenges.
- Academic Guidance: Develop and monitor academic plans, assist with course selection, and implement strategies that promote student success and graduation.
- Postsecondary Planning: Guide students through college and career readiness, including exploration of postsecondary options, financial aid applications, and scholarship opportunities.
- Crisis Intervention: Provide immediate support and intervention for students experiencing crises, maintaining confidentiality and following all ethical and legal guidelines.
- Program Development: Design, implement, and assess a comprehensive school counseling program based on the [American School Counselor Association \(ASCA\) National Model](#) to address the needs of all students.
- Collaboration: Actively collaborate with teachers, administrators, and parents to support student well-being and progress.
- Record-Keeping: Maintain accurate and confidential student records in compliance with Montana state regulations.
- Advocacy: Advocate for students' needs and rights within the school and community.

Qualifications and Skills

- Education: Master's degree in School Counseling or a related field from an

accredited institution.

- Licensure: Valid Montana school counselor license or ability to obtain one.
- Experience: Previous counseling experience in an educational setting is required; familiarity with K-12 students is preferred.
- Communication: Strong interpersonal and communication skills to build effective relationships with students, staff, and families.
- Problem-Solving: Excellent problem-solving, mediation, and conflict-resolution abilities.
- Adaptability: The ability to be flexible and resourceful in response to student needs and school-wide initiatives.
- Ethics: A commitment to upholding ethical standards and maintaining confidentiality.

How to Apply

Interested candidates should submit the following via [Application Portal/chad.peterson@buttecentralcatholicschools.org by [Application Deadline September 30, 2025:

- A letter of interest
- Current resume
- [3] letters of recommendation
- Copy of Montana School Counselor license or eligibility documentation

Butte Central Catholic School is an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.