



Position: Counselor

Colearn Academy is an Arizona online charter school, serving grades K-12, that began classes in early August 2021 with students in grades K-9.

Colearn Academy Arizona is an entirely new kind of school. It is built on an innovative model in which far greater student learning is unleashed by moving beyond the limited, brick-and-mortar school building. Student achievement is made possible by—but certainly not limited to—online learning. All CLA students have access to the highest quality digital curriculum in an online learning environment which includes live, synchronous instruction from credentialed Content Lead teachers. In addition to time online, CLA students form an active and engaged community within *their* community; the CLA online platform surfaces high rigor and high relevance engagement opportunities and facilitates ‘colearning’ in the world and the students’ communities.

At Colearn Academy, students learn at their homes, using real-world experiences, books, and online resources. Students demonstrate mastery through a range of holistic assessment techniques including projects and personalized learning PATHs. They are monitored and encouraged by their Course Mentor -- a paid consultant who is typically their parent or guardian and knows them well. CLA students receive support from a Content Lead teacher, access curriculum and learning opportunities aligned to their preferred learning modalities, and engage in field trips, meet-ups, internships, and live, interactive virtual workshops. Students are provided a spending stipend to select enrichment curriculum and activities from an approved partner list.

The Position

Reporting to the Executive Director of Colearn Academy Arizona, the Counselor will provide counseling services for parents, staff, and students in the areas of education and career planning, student performance, personal and social relations, and parent and family relations; serve in a liaison capacity between teachers, staff, parents and students; and perform other duties as assigned.

Responsibilities include, but are not limited to:



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- Meeting with students facing academic or personal challenges and, if appropriate, formulating a plan of action for success involving the student and the parent
- Meeting online with new families and students as part of the enrollment and onboarding process, helping them determine if CoLearn Academy is the right fit for them
- Ensuring that students are aware of requirements for graduation and college admission
- Guiding each student in the course selection process to develop an educational plan consistent with his/her interests, abilities and goals
- Assisting students with the completion of college admissions applications
- Assuring that appropriate, accurate information is maintained in each student's permanent, cumulative record
- Working with students to plan class schedules, change programs, and articulate the Academy curriculum
- Attending Individual Educational Plan (IEP) meetings and Student Success Team (SST) meetings when appropriate
- Communicating with parents through video conferences, telephone conversations, individual and group conferences, home visits or meetings at libraries or other locations
- Consulting with and serving as a resource for students, staff and parents regarding developmental needs of students
- Working with teachers to better help them understand students with physical or emotional challenges
- Referring students and parents/guardians to appropriate school and community resources, if necessary
- Utilizing policies and procedures to plan and implement a counseling program to teach decision-making, problem-solving, motivation, coping and other skills
- Providing counseling sessions individually and/or in groups to meet the needs of students in educational and career planning, student performance, personal and social relations, and parent and family relations
- Maintaining effective communication systems and processes with students, staff, administration and parents/guardians
- Forming partnerships with peers and other school staff to support and enhance school and student success
- Navigating the school accreditation process
- Some travel may be required

The Person

- Valid guidance counselor certificate from Arizona Department of Education
- Master's or more advanced degree from an accredited institution in Psychology, counseling or related field
- Prefer at least three years of verified full-time experience as a school guidance counselor or equivalent experience in a related industry
- Current Arizona Fingerprint Clearance Card, or ability to obtain
- Strong database management experience, particularly within an educational setting



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- Effective verbal and written communication skills
- Ability to work productively in a fast paced, time-sensitive, high-volume and dynamic student-focused and customer-responsive environment
- A commitment to helping CoLearn Academy students develop the professional skills needed to embark on a successful career later in life.
- Demonstrated organizational and coordination skills
- Ability to work with flexibility, efficiency and diplomacy, both individually and as part of an instructional team.
- Ability to use self-restraint and professional judgment and develop strategies to deal with a variety of people under varying situations and conditions.
- Familiarity with numerous curriculum options and resources.
- Familiarity with a homeschool setting.
- Experience working both independently and in a team environment
- Strong sense of confidentiality.
- Knowledge of the developmental processes of students as well as counseling techniques to facilitate decision-making, problem-solving and coping skills

The Positives

- Competitive pay package commensurate with talent, experience and education.
- Flexible hours
- Freedom to work from home
- Community with like-minded, passionate individuals
- Ability to join our innovative education model
- Health Insurance Stipend
- Internet/technology Stipend

This is a full-time position for the remainder of the 2021-2022 school year. Renewal for subsequent years dependent on performance. Starting salary is \$49,000 - \$55,000. Anticipated start date of January 4, 2022. For full consideration, please submit application materials by 11pm on December 15, 2021.

To Apply:

Please email:

- resume
- cover letter describing your interest in and capabilities for this position
- Certification / Licensing information in the body of the email

to dennise@colearn.academy with the subject line "Counselor."

Additionally, have three references submit letters of recommendation on your behalf to dennise@colearn.academy with your name in the subject line. Paper application materials may be sent to 101 S. La Cañada Dr. Suite 50 Green Valley AZ 85614.

To learn more about CoLearn Academy visit colearnacademy.org



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