



Lake Mead Christian Ministries exist to make disciples through education and community.

Lake Mead Christian Ministries (LMCM) Minister- LMCA Elementary Guidance Counselor

Job Type: Full Time

Department: Academy

Reports to: LMCA Elementary Director

Job Summary: The Elementary Guidance Counselor is responsible for creating welcoming, warm, and safe interactions with their students. They promote and enhance academic achievement as well as personal, social, and spiritual growth for all elementary students.

Required Spiritual Qualities

- Acknowledge Christ as Savior and live life as His disciple.
- Support LMCM Mission by making disciples of Jesus Christ through community involvement.
- Demonstrate spiritual flourishing through prayer, Bible study, and outreach to others.
- Believe the Bible to be the inspired, authoritative and inerrant Word of God.
- Agree with and actively support the LMCM Statement of Faith.
- Show evidence the fruit of the Spirit in interacting with people
- Have a Christ-centered home.
- Attend and actively participate in an evangelical local church.

Essential Job Functions:

- Create an environment that is conducive to learning while upholding the core LMCA values of Love, Security, Quality, Accessibility, and Stewardship.
- Provide individual counseling and group guidance to help students cope effectively with personal, social, academic, career, and family concerns.
 - Recognize problematic behavior in students
 - Monitor students who are struggling with spiritual, emotional, or learning situations at home and in school.
- Consult with parents, teachers, administrators, and supporting agencies concerning the needs and abilities of students.
- Assist in identifying students with special needs and make appropriate recommendations and referrals.
- Implement and collaborate with the educational team on behavior plans, individualized service plans, and accommodation plans.
- Update and maintain confidential student records.
- Implement an effective program of educational needs such as SEL Curriculum, Student Council, and Peer Mediation.
- Assist in making recommendations for school curriculum and instructional practices
- Assist with the activities of student organizations

- Attend and assist when necessary with school events such as musical programs, athletics, student recognition ceremonies, graduation, and open house.
- Attend weekly staff meetings and professional development/corporate gatherings.
- Collaborate with school personnel to assist students with developing skills that support personal social growth, academic achievement, high school graduation, and lifelong learning.
- Maintain confidentiality and accurate student records using FACTS, as appropriate.
- Serve as a resource for the school community, including referrals to outside agencies.
- Continue educational knowledge and stay up to date on new material by participating in education and counseling courses and occasionally attending offsite training sessions.
- Other duties as the supervisor deems necessary
- Understand mandated reporting requirements
- **Other duties as supervisor deems necessary.**

Experience/Knowledge:

- Strong understanding of human development, SEL, school and personal counseling skills
- Experience preferred
- Computer Skills (word processing skills, Google suite, electronic presentation skills, internet navigation skills, email management, etc.)
- Have a clear understanding of diversity, empathy, good communication, and knowing when to act.

Qualifications:

- Minimum of a Bachelor's degree. Masters preferred.
- Working towards an ACSI School Counselor CertificateGreat scheduling ability
- Great organizational skills
- Great communication and listening skills
- Ability to communicate issues to parents

Compensation: \$30/Hour