



21740 State Route 676, Marietta, Ohio 45750

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Adult Technical Training
Phone: 740.373.6283
Toll Free: 800.648.3695
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www.mycareerschool.com

Inspiring and empowering all to dream, believe and achieve.

POSITION NOTICE

Guidance Counselor

- BEGINNING DATE:** As Early As July 1, 2023
- REQUIREMENTS:** Master's Degree in guidance and school counseling. Professional license: School Counselor through the Ohio Department of Education. Demonstrate excellent verbal and written communication skills. Detail-oriented with excellent organizational skills in a multi-task environment. Self-motivated and able to work independently with little supervision. Knowledge of current rules and regulations pertaining to Ohio Graduation Pathways and creating Student Success Plans. Proficient computer skills in Microsoft applications – current assessment required. Pass a criminal background check.
- RESPONSIBILITIES:** The guidance counselor is to work as a team member with the student services department, the special education department at the career center, and the associate school districts. Also, must provide information to the parent in our Career-Technical Planning District concerning career/technical opportunities at Washinton County Career Center.
- Help students resolve problems that impede learning; think of school as a positive experience; identify goals and make appropriate choices; acknowledge and manage responsible personal conduct. Encourage parental involvement.
- COMPENSATION:** Based on education and experience. Competitive benefits package.
- DEADLINE:** Until Filled, Priority Deadline March 17, 2023, @ 12:00 PM
- CONTACT:** Qualified, interested applicants should email a cover letter, resume, three (3) letters of reference, and a copy of your license to applicant@thecareercenter.net:
- Anthony Huffman, Ed.D.
Superintendent
Washington County Career Center
21740 State Route 676
Marietta, OH 45750
(740) 373-2766 Ext. 1040

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