School Name: Motion Picture Technical High School

District: 30

School Site: Q429, 47-10 Barnett Avenue Queens, NY 11104 (2024 - 2025 School Year)

Send Cover Letter, Resume and Portfolio to: MotionPictureTechNYC@gmail.com

**POSITIONS**

Guidance Counselor

**DESCRIPTION**

**Motion Picture Technical High School: Our Mission**

At Motion Picture Technical High School, our mission is to illuminate the path for the next generation of filmmakers and technical experts in the film and television industry. Through a rigorous, hands-on curriculum that marries the art of storytelling with the science of film production, we are committed to fostering a diverse, inclusive environment where creativity and innovation can thrive. Our goal is to empower students with the knowledge, skills, and real-world experience necessary to excel in the dynamic landscape of motion picture production, while also instilling a deep appreciation for the power of film as a medium for social change. At Motion Picture Technical High School, we believe that every student has a story worth telling. If you share our vision and are eager to contribute to a vibrant, cutting-edge educational community, we would love to hear from you.

An eight-day summer planning institute will offer an essential opportunity for staff to be involved in developing the school’s culture and instructional program.

Because we believe that all staff members play an important role in the education of our students, the school will offer opportunities for Guidance Counselors to assist with or participate in activities like:

* After-school and/or Saturday tutoring, enrichment, sports, arts, and family programs
* In-house school committees and/or special programs.
* Inquiry work with teachers and other staff members and collaborative conversation among all staff members.

*Advance notice of dates will be supplied, and those who participate will be compensated according to the terms of the UFT contract. Staff participation in these activities is voluntary, although strongly encouraged, as they are very important to the development of the school.*

**ELIGIBILITY REQUIREMENTS**

Licensed certified Guidance Counselor in New York City schools, bilingual Mandarin and/or Spanish preferred, with satisfactory ratings and attendance.

**DUTIES AND RESPONSIBILITIES**

Because roles in small schools are varied and complex, serious consideration will be given to applicants who demonstrate in their resume and cover letter experience and/or willingness to commit to the school’s mission and core beliefs and to become involved in these essential aspects:

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| * Make appropriate referrals, counseling students, individually and in groups, regarding: academic readiness, discipline, social and emotional development, substance abuse (if trained), conflict mediation, and graduation requirements. * Documenting counseling services using a case note * Collaborating to develop and implement behavior intervention plans to support the academic, social, and emotional development of students * Collaborate with teachers and provide expertise on socio-emotional aspects of learning to develop a guidance-based Advisory curriculum * Participate in the school’s Advisory program and attend professional meetings to support this work * Identifying and making appropriate referrals to meet and support students’ academic, social, and/or mental health needs * Providing orientations (incoming freshmen, work fairs, etc), workshops (PTA/PA, at-risk students, etc), and other public speaking events * Working with the attendance team to help improve student attendance * Attending all IEP conferences and meetings * Facilitating active student recruitment and conducting new student intake |

**SELECTION CRITERIA**

The successful candidate will demonstrate:

* Willingness to carry out the above duties and responsibilities

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| * Evidence of successful counseling strategies with regard to academic readiness, discipline-related guidance issues, social and emotional development, substance abuse (if trained), and conflict mediation * Knowledge of and experience with contemporary issues that affect youth living in high-poverty communities and provide strategies to staff in promoting social and emotional competence throughout the building * Commitment to developing professional goals and objectives in collaboration with the administration that will monitor progress and assess effectiveness in enhancing student development and achievement * Success in working collaboratively with colleagues, parents/caregivers, and partners * Ability to use data to inform counseling practices * Ability to retrieve, organize, and report student data using all NYCDOE data systems (e.g. STARS, AIS, SESIS, OORS, ATS, etc.) * Knowledge of or ability to make referrals for students in need of additional services or alternative placements * Experience collaborating on an interdisciplinary grade-level team * Knowledge of both ELL/ESL standards and Special Education compliance requirements * Evidence of success in collaborating on AIS (Academic Intervention Services) team |

In addition to the cover letter, resume, and interview, applicants must present three references including, if possible, one from a current supervisor. Other references might include a colleague with whom the applicant has collaborated, and/or a professional organization or staff development representative.

**WORK SCHEDULE & SALARY**

As per Collective Bargaining Agreement