



**Chickasha Public Schools  
Job Description**

**Job Title:** Licensed Professional Counselor

**Qualifications:** Master's degree in Counseling. Registered and able to practice as a Licensed Professional Counselor.

**Reports To:** Executive Director of Student Services

**Supervises:** None

**Assists:** Chickasha Public Schools staff and families

**Performance Responsibilities:** The duties listed below are not intended to depict all tasks required by this position.

Licensed Professional Counselors are trained to provide counseling and psychotherapy to those experiencing psychological difficulties.

Maintain a professional identity, supporting all K-12 students in their social/emotional, academic and career development, and being an active school leader who is reflective about his/her comprehensive school counseling program. Provide data-informed, universal and targeted learning experiences to develop the whole child in a diverse society.

In addition the District LPC will be available to staff in times of crisis and/or need and assist the staff member in identifying appropriate resources and supports.

**Job Purpose and Responsibility-**

The Licensed Professional Counselor will work with a district-level administrative team and Executive Director of Students Services to coordinate support services across the district. The LPC will work closely with site administrative teams as well as counseling teams to coordinate, facilitate, and implement mental health support services for students and staff members. Work with students, teachers, parents, administrators, and community members to enhance student mental health support. Conduct individual therapeutic interventions, small group psychotherapy interventions, and cona serve as a member of mental health intervention teams within school settings to provide mental health knowledge and support. Provide professional development, coaching, and technical assistance to educators, families, and community stakeholders centered around prevention, mental health, and wellness.

**Essential Functions-**

1. Provide individual mental health counseling
2. Address bullying/harassment
3. Facilitate restorative justice and conflict resolution
4. Provide crisis assistance

5. Provide mental health resources
6. Liaison to/for community resources; advocacy
7. Address mental health and mental and mental illness, risky behaviors, depression, anxiety, abuse
8. Ability to work with families and guardians
9. Facilitate night/weekend activities as needed
10. Work flexible hours when needed and coordinate days off with other district therapists
11. Other assigned duties

**Physical Requirements:**

- Good health and high energy level
- Some bending and stooping
- Ability to reach above shoulder level
- Some climbing of short ladders
- Ability to tolerate a stressful environment
- Ability to lift objects weighing 10 lbs or more

**TERMS OF EMPLOYMENT:**

Number of days and compensation determined by the Superintendent. The determining factor for terms of employment will be district-approved work calendars, which are associated with salary schedules.

**EVALUATION:**

Performance of this job will be evaluated in accordance with the provisions of the Board's policy on Evaluation of support or certified personnel (depending on the status of the individual chosen).

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Employee Signature

Date