

BRADLEY BEACH ELEMENTARY SCHOOL

515 BRINLEY AVENUE
BRADLEY BEACH, NEW JERSEY 07720
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Dr. Elizabeth J. Franks, Ed. D.
Board President

Mr. David Tonzola
Business Administrator/Board Secretary

Mr. Michael Heidelberg
Superintendent/Principal



Mrs. Morgan Maclearie-Gonzalez
Supervisor of Curriculum/Instruction

Mrs. Alison Zylinski
Director of Special Services

NOTICE OF VACANCY

JOB ID# 221101

The Board of Education invites applications from qualified candidates for the following position:

2022-2023 SCHOOL YEAR

Title: School Counselor

Reports To: Director of Special Services, Principal / Superintendent

Job Summary:

- Under the direction of the Director of Special Services and Principal / Superintendent, coordinate and deliver comprehensive school-wide counseling program;
- Implements school counseling and guidance program curriculum: conduct counseling and guidance learning activities in the classroom for each grade level during the year in collaboration with the teaching staff;
- Provides services to students which will assist the student in making appropriate decisions relative to his/her educational objectives, school program and relationships with teachers and other students;
- Develop and maintain effective working relationships with students, parents, community groups and social service agencies.

Qualifications:

- Valid New Jersey School Counselor Certification New Jersey Student Personnel Services Certificate or eligibility
- Valid New Jersey Driver's License
- Demonstrated aptitude or competence for assigned responsibilities

- Ability to be sensitive to the needs of students; ability to deal politely with members of the public
- Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary
- Requires sufficient human relation skills to work productively and cooperatively with teachers, students, and parents in informal settings, exercise patience when conveying information, and demonstrate sensitivity to the special needs of students.
- Requires the ability to relate positively to and work cooperatively with parents and students in a way that builds confidence, social skills, positive behaviors, and recognizes socioeconomic and cultural differences.
- Ability to maintain confidentiality in dealing with students, parents and faculty and with the appropriate records;
- Required Criminal History Check.
- Provide proof of US citizenship or legal Resident Alien status by completing Federal Form I-9.
- Pass required State Mantoux/Tuberculin test and physical exam as required.

Posted: October 31, 2022

Please send letter of interest, resume, copy of certificate and three letters of reference to:

Mr. Michael Heidelberg
Bradley Beach Elementary School
515 Brinley Avenue
Bradley Beach, NJ 07720

Or email to:

mheidelberg@bbesnj.org

The Bradley Beach Board of Education is an Equal Opportunity Employer, and has an Affirmative Action Program. Each otherwise qualified person shall be offered equal access to all categories of employment and equal pay for equal work in this district without regard to the candidate's race, color, religion, creed, marital status, national origin, ancestry, age, political affiliation, affectional or sexual orientation or sex, armed forces, liability, disability, social or economic status. The school district's employment applications and pre-employment inquiries conform to the guidelines of the New Jersey Division of Civil Rights.

EOE/AA

