



HARTSELLE
CITY SCHOOLS

TEACHER VACANCY NOTICE

In accordance with Act 2018-260, Hartselle City Schools posts a notice of vacancy for each vacant personnel position. The notice shall be posted in a conspicuous place at the Central Office for at least 7 calendar days for all non-supervisory positions before the position is to be filled. All vacancies involving jobs which are supervisory, managerial, or otherwise newly created positions shall nevertheless require posting notices of at least fourteen calendar days. The notice shall include, but not necessarily be limited to, all of the following:

1. Job description and title
2. Required qualifications
3. Salary schedule and amount
4. Information on where to submit an application
5. Information on any deadlines for applying

The posting of a vacancy notice as required in this policy shall not be abridged or delayed except in dire emergency circumstances and then delayed only temporarily in order to reasonably meet the conditions of the emergency.

VACANCY

1 – Guidance Counselor

School/worksite: Location to be determined

Specific Information: 10-month position

Posting Period: March 22, 2021 – March 28, 2021

Interested applicants may apply at the Teach in Alabama website: www.alsde.edu/teachinalabama

Deadline for accepting applications: March 28, 2021, or until filled

TEACHER JOB DESCRIPTION AND QUALIFICATIONS

Title: Guidance Counselor

Qualifications:

1. A master's degree from an accredited institution.
2. Valid Teaching Certification from either the elementary or secondary level.
3. Three years of successful experience as a classroom teacher.
4. Such alternatives or additional qualifications as the Board of Education may find appropriate and acceptable.

Reports to: Principal

Job Goal: To provide guidance services dedicated to helping individual students understand their abilities, aptitudes, interests, and personal traits and utilize these understandings to make realistic and desirable choices that facilitate personal growth, learning and success.

Performance Responsibilities:

1. Demonstrates a knowledge of guidance and counseling techniques and innovations.
2. Assists students in knowing their own learning styles, identifying and developing their potential and planning educational experiences.
3. Provides counselor accessibility to all students

4. Initiates individual and group contacts to encourage students to utilize the counselor for personal and social problems which have an effect on learning, motivation, and personal development.
 5. Assists students in developing decision-making skills and provides related experiences to help them gain understanding of their abilities, interests, and values.
 6. Assists students to develop increased self-awareness and a positive sense of identity.
 7. Evaluates the aptitude, ability, achievement and interests of students and uses the data effectively.
 8. Identifies students who require special attention and arranges for modified curricular programs designed to motivate productive school experience.
 9. Increases awareness of the world of work and the options open to students for employment and/or future education.
 10. Participates in school management and shares responsibility for the total school program.
 11. Models exemplary personal characteristics.
 12. Establishes relationships with colleagues, students, parents, and community which reflect recognition of and respect for every individual.
 13. Demonstrates a high degree of professionalism.
 14. Designs and implements an individual professional development plan.
 15. Other duties as assigned
-

SALARY SCHEDULE ATTACHED

**Teacher
Schedule A2
10 Months - 202 Days**

Degree:	BS	MA	AA	DR
Rank:	II	I	IA	DR
Step				
0	44,095	50,709	0	0
1	44,198	50,829	0	0
2	44,369	51,007	58,003	58,722
3	49,015	56,331	60,792	65,180
4	49,436	56,792	61,256	65,542
5	50,101	57,536	62,026	66,369
6	52,679	60,505	65,128	69,687
7	52,679	60,505	65,128	69,687
8	52,679	60,505	65,128	69,687
9	52,679	60,505	65,128	69,687
10	52,941	61,637	66,372	71,017
11	52,941	61,637	66,372	71,017
12	53,192	62,998	66,691	71,358
13	53,192	62,998	66,691	71,358
14	53,192	62,998	66,691	71,358
15	54,709	63,620	68,468	73,261
16	54,709	63,620	68,468	73,261
17	54,709	63,620	68,468	73,261
18	54,709	63,620	68,468	73,261
19	54,709	63,620	68,468	73,261
20	55,730	64,732	69,627	74,503
21	55,730	64,732	69,627	74,503
22	57,958	67,321	72,413	77,482
23	57,958	67,321	72,413	77,482
24	58,537	67,993	73,138	78,257
25	58,537	67,993	73,138	78,257
26	58,537	67,993	73,138	78,257
27+	61,486	71,418	76,823	82,202