



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.

SCHOOL COUNSELOR VACANCY

School Counselor

Specific Information:

Location: Hartselle High School

Posting Period: October 19, 2022-October 25, 2022

Interested applicants may apply through the Teach in Alabama website:

https://ats1.atenterprise.powerschool.com/ats/app_login?COMPANY_ID=00008500

Deadline for accepting applications: October 25, 2022, or until filled

TEACHER JOB DESCRIPTION AND QUALIFICATIONS

Title: School Counselor

Qualifications:

1. A master's degree from an accredited institution in School Counseling.
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
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This job description describes the general nature and level of work performed by employees assigned to this position. It is not intended to be an exhaustive list of all job goals, qualifications, and responsibilities and the employee may be required to perform other related duties as assigned. The Hartselle City Board of Education reserves the right to amend the job description as needed.

SALARY SCHEDULE				
Teacher				
Schedule A2				
10 Months - 202 Days				
Degree:	BS	MA	AA	DR
Rank:	II	I	IA	DR
Step				
0	47,304	54,397	58,656	62,912
1	47,495	54,507	58,804	62,912
2	47,808	54,866	59,191	63,175
3	52,589	60,353	65,111	69,493
4	52,937	60,751	65,541	69,951
5	53,286	61,152	65,973	70,414
6	55,951	64,210	69,272	73,934
7	56,319	64,634	69,729	74,422
8	56,691	65,060	70,189	74,914
9	57,066	65,489	70,652	75,408
10	57,443	65,921	71,119	75,906
11	57,821	66,356	71,588	76,407
12	58,203	66,795	72,061	76,911
13	58,586	67,236	72,536	77,434
14	58,973	67,680	73,015	78,208
15	59,393	68,300	73,664	78,991
16	59,986	68,983	74,401	79,781
17	60,586	69,672	75,145	80,578
18	61,192	70,369	75,897	81,383
19	61,804	71,073	76,656	82,197
20	62,421	71,783	77,422	83,020
21	63,047	72,501	78,196	83,850
22	63,676	73,227	78,978	84,688
23	64,313	73,959	79,767	85,535
24	64,957	74,699	80,566	86,390
25	65,606	75,445	81,371	87,254
26	66,262	76,200	82,185	88,127
27	67,009	76,961	83,007	89,008
28	67,594	76,962	83,007	89,009
29	68,270	77,731	83,836	89,899
30	68,952	78,509	84,675	90,797
31	69,642	79,293	85,522	91,705
32	70,339	80,087	86,377	92,622
33	71,042	80,887	87,241	93,549
34	71,752	81,697	88,113	94,484
35+	72,470	82,513	88,995	95,428