



## JOB POSITIONS AVAILABLE NOTICE

**Date of Internal Notice:** June 15, 2022

**Job Title:** Counselor II – Sparta/Steeleville Schools

**Responsible to:** Behavior Health Site Manager – School Counselors

**Application Process:**

A letter of interest and current resume should be sent to Janet Wiley at [jwiley@comwell.us](mailto:jwiley@comwell.us). Applicants will be selected and notified of available interview dates and times.

**Position Overview:**

This full time position will provide mental health counseling in the Sparta and Steeleville school settings. The ideal candidate will have prior counseling experience with children, adolescents, teens, and their families and will possess excellent communication, organization, and time management skills.

**Minimum Qualifications:**

- Master's degree in Social Work or related field.
- Must have the ability to handle stressful situations and display appropriate levels of maturity and good judgment.
- Excellent computer proficiency (MS Office – Word, Excel and Outlook).
- Excellent verbal and written communications skills, including ability to effectively communicate with internal and external customers.
- The ability to handle stressful situations and display appropriate levels of maturity and good judgment.
- Must meet expectations required by CANTS check, criminal record and Healthcare Worker Background Check.