



SACRAMENTO COUNTRY DAY SCHOOL

Think Critically. Live Creatively. Act Compassionately.

College Counselor

Sacramento Country Day School, the regional leader in Pre-Kindergarten through 12th grade independent school education since 1964, seeks a full-time college counselor for the 2022-23 school year.

Requirements

The successful candidate will have the following attributes:

- Bachelor's degree in a relevant field; graduate degrees preferred.
- Experience and expertise that align with our college counseling program.
- Excellent verbal and written skills, as well as outstanding interpersonal skills.
- Demonstrated ability to work collaboratively with students and colleagues; willingness to be an active, enthusiastic member of the Country Day community.
- Strong commitment to equity and inclusion.

Duties include the following:

- Creating and facilitating programming for parents and students (parent meetings, college application workshops, Mock Admissions workshop, Financial Aid workshop)
- Advising students on college applications. Writing highly personalized letters of recommendation
- Maintaining communication with students and parents
- Assisting the registrar with maintaining and verifying high school records
- Facilitating college visits to SCDS
- Participating in professional development: NACAC, WACAC, BAISCC, and others
- Participating in college tours

School requirements include a background check, First Aid/CPR training (school sponsored), and a negative TB result.

Sacramento Country Day School's mission is to inspire intellectual discovery and engage a diverse community to think critically, live creatively, and act compassionately.

Sacramento Country Day School is an inclusive community and welcomes applicants from all backgrounds. To apply, please send a single .pdf file that includes a letter of interest, resume, and a list of three (3) references to Brooke Wells, Head of High School, at resume@saccds.org.