



CATHOLIC MEMORIAL

235 Baker St | West Roxbury, MA 02132



School and College Counselor

Context

Founded in 1957, Catholic Memorial is a Catholic, private school in Boston, Massachusetts, grounded in the Edmund Rice Christian Brothers tradition. It serves approximately 600 young men across grades 7-12 from various communities across Massachusetts.

Position Overview

Catholic Memorial seeks an experienced and skilled School and College Counselor who is passionate about accompanying young men and their families through the academic, personal, social, and postsecondary journey. This role is a relational, mission-driven educator committed to the holistic formation and flourishing of each student while advancing Catholic Memorial's mission of transforming boys' lives through academics, arts, athletics, and campus ministry.

Primary Responsibilities

School Counseling

- Accompany a caseload of approximately 150 students and families in grades 9 – 12.
- Practice relational counseling to advance the holistic flourishing of each student with academic, social, and emotional skills.
- Provide individualized student planning and responsive services to support students and their families.
- Monitor student academic progress and assist with goal-setting and intervention planning, and assist with course selection and four-year academic planning.
- Coordinate and run support groups for students.
- Collaborate with colleagues to plan, organize, and execute informative parent programs.

- Partner with faculty, advisors, and families to support students in navigating challenges and maximizing their potential.
- Serve as an active member of the Student Success Team, collaborating with colleagues to identify students who may benefit from additional support and coordinating interventions that promote their academic, social, emotional, and personal growth.

College Counseling

- Guide students and families through all aspects of the college search and application process, including the effective use of Scoir and other college planning resources.
- Accompany students and families throughout the college discernment process, helping each young man identify postsecondary pathways that align with his gifts, aspirations, values, and sense of purpose.
- Ensure personalized support for students and families throughout the college selection and application process.
- Write personalized counselor recommendations that authentically reflect each student's character, growth, achievements, and contributions to the CM community.
- Maintain knowledge of college admissions trends and ensure a data-informed approach to advising students.
- Build and sustain strong partnerships with college admissions representatives, remaining current on evolving admissions practices and trends while advocating thoughtfully on behalf of Catholic Memorial students.

Personal Qualities:

- A relational educator who believes that meaningful relationships are at the heart of student growth
- A mission-driven educator who sees counseling as integral to formation - academic, personal, and spiritual
- A collaborative professional who works effectively with faculty, families, and students
- A reflective practitioner who uses data and feedback to improve programs and outcomes
- A compassionate presence who upholds high expectations while supporting each student with dignity and care
- A demonstrated understanding of adolescent male development and the unique opportunities and challenges facing boys and young men

Qualifications:

- Bachelor's Degree required; Master's Degree preferred.
- MA Counseling Licensure preferred.
- 3+ years' experience preferred in high schools, college admissions, or academic support.
- Exceptional communication, planning, organizational, data analysis, and interpersonal skills required.

Salary Range: \$55,000-\$90,000

Interested candidates should submit a letter of interest and current resume by **July 3, 2026:**

Mrs. Elizabeth Check

Executive Assistant to the President, Catholic Memorial

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