



# LOWER YUKON SCHOOL DISTRICT

P.O. Box 32089 · Mountain Village, Alaska 99632  
2518 E Tudor Rd · Suite 201 · Anchorage, Alaska 99507  
Phone: (907) 591-2411  
[www.lysd.org](http://www.lysd.org)

## Behavioral Health Counselor-Kusilvak Career Academy (Anchorage, AK) 1-year grant funded/swing shift Job Description

<b>Appointed by:</b>	LYSD School Board, upon recommendation of the Superintendent
<b>Reports to:</b>	CTE and Residential Director
<b>Length of Position:</b>	210 days
<b>Report Date:</b>	Approximately August 12- June 20
<b>Location:</b>	Kusilvak Career Academy, Anchorage, AK
<b>Guidance Received:</b>	Work performance/duties will be subject to review by the Director of CTE/Principal and the Superintendent/Designee
<b>FLSA Status:</b>	Fair Labor Standards Act, Exempt Status

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### Position Summary

Under the supervision of the CTE and Residential Director, the Behavioral Health Counselor provides mental health services and support to students as part of Kusilvak Career Academy Student Health Services. The counselor coordinates screenings, supports psychiatry and addiction counseling services, and implements suicide prevention and early intervention strategies to promote student well-being and academic success.

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### Essential Duties and Responsibilities

- Collaborate with staff to determine academic and social/behavioral interventions to support student success.
- Assist with screenings, implementation of SEL programs, and analysis of student survey data.
- Screen and evaluate students referred for behavioral health services.
- Support behavioral interventions, including Functional Behavioral Assessments (FBA) and Behavior Support Plans (BSP).
- Respond to at-risk student situations and provide appropriate mental health support.
- Collaborate with community agencies (e.g., mental health providers, Office of Child Services).
- Provide in-service training for district personnel, as requested.
- Partner with district and site administration to support student mental, emotional, and social well-being.
- Maintain knowledge of applicable laws, regulations, and best practices.
- Prepare and submit reports in a timely manner.
- Maintain positive public relations and communication with stakeholders.
- Promote student attendance, achievement, and well-being through collaboration with staff, students, and families.
- Maintain a positive and professional work environment.
- Model appropriate professional behavior and maintain confidentiality.
- Perform related duties as assigned by the CTE and Residential Director or Superintendent/Designee.



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## Qualifications

- Master's Degree in School Counseling required.
  - Valid Alaska certification (Type B Administrative or Type C Special Services Certificate required).
  - Background clearance through the Alaska Department of Public Safety is required.
  - Valid driver's license with the ability to transport students as needed.
  - Minimum of three (3) years of relevant experience in school counseling or related setting preferred.
  - Experience with Medicaid billing preferred.
  - Ability to administer and interpret a variety of psychometric instruments.
  - Strong communication, leadership, and interpersonal skills.
  - Ability to work independently and manage multiple responsibilities.
  - Ability to lift up to 50 pounds and work varied hours, including evenings/weekends as needed.
  - Willingness to perform the essential functions of the position.
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## Demonstrated Knowledge and Abilities

### Knowledge of:

- Laws, rules, and regulations related to school counseling and behavioral health
- Alaska resources for student mental, emotional, and social support
- Cultural responsiveness and local community practices
- Record-keeping, reporting, and data analysis practices
- Technology tools to support communication and service delivery
- District policies and procedures

### Ability to:

- Collaborate effectively with staff, students, families, and outside agencies
  - Communicate clearly both orally and in writing
  - Respond to crisis and high-stress situations professionally
  - Maintain confidentiality and ethical standards
  - Travel as required, including rural site travel
  - Plan, organize, and manage workload effectively
  - Establish and maintain positive working relationships
  - Maintain consistent, punctual, and reliable attendance
  - Present information in public or professional settings
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## Working Conditions

- Duties performed in a school and residential environment
  - May require standing, walking, or sitting for extended periods
  - May involve lifting and transporting materials or equipment
  - Travel, including small aircraft and overnight stays, may be required
  - Evening and weekend work may be required
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## Non-Discrimination Statement

The District is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, ancestry, age, disability, gender, sexual orientation, gender identity, marital status, or any other legally protected status in its educational programs, activities, or employment practices. The District is committed to providing an inclusive and respectful workplace for all employees.

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