

# Head Counselor

# ROBERT SMITH

Phone: (123) 456 78 99  
Email: [info@qwikresume.com](mailto:info@qwikresume.com)  
Website: [www.qwikresume.com](http://www.qwikresume.com)  
LinkedIn:  
[linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)  
Address: 1737 Marshville Road,  
Alabama.

## Objective

Head Counselors and their team are responsible for running all the sporting activities, the evening programmes and the cultural trips.

## Skills

MS Office, Management.

## Work Experience

### Head Counselor

#### Fulton County Schools - July 2006 - 2020

- Monitored a caseload of approximately 450 students.
- Evaluated students academic performance Support students that are not meeting expectations, not reaching their full potential Inform students and parents of financial aid resources, volunteer opportunities, and various clubs.
- Advised students on requirements for graduation, college and university expectations, write recommendations Help student find the college of &quot;best fit.
- Prepared students for the college application process Advise students and parents as to best standardize test option for the student.
- Coached 3 sports at Northview football, girls basketball, and baseball.
- Represented Northview at the SSTAGE Conference as a presenter of Best Practices in Schools, at the University of Georgia, in January 2009.
- Served as a member of the cabinet committee where we collaboratively oversaw the day-to-day operations of the school.

### Head Counselor

#### Delta Corporation - 2005 - 2006

- o Worked with children ages 3-9, primarily 6-7 years o Focused on facilitating team involvement and a wide range of sports exposure.
- Developed and implemented a wide range of workshops and seminars for faculty, staff, students, and parents addressing the personal and social needs .
- Provided oversight of counselors and campers Led daily activities and facilitated daily schedule.
- Oversee support staff ensuring they are fulfilling job responsibilities Relieve counselors when they are in need Give guidance and discipleship to co-.
- Oversee support staff ensuring they are fulfilling job responsibilities Relieve counselors when they are in need Give guidance and discipleship to co-.
- Head Counselor Six week program teaching, supervising and leading fifty children in various sports and activities LEADERSHIP.
- Directed and supervised 20 elementary and middle-school aged campers, leading them in sports and other team-building activities to ensure safe and .

## Education

Master's of Education in School Counseling - (UNIVERSITY OF WEST GEORGIA - Major, GA)