



School Counselor Roles & Responsibilities

School Counselor

- Work closely with the School District Coordinator and School Campus Coordinator to assist with development of campus activities, motivators, incentives, and Senior recognition.
- Review Counselor packet and determine appropriate pre- or post-presentation activities.
- Review School District Campus Packet.
- Attend a Michigan Scholars orientation.
- Counsel and advise students about the Michigan Scholars program and Scholars Course of Study.
- Counsel and advise parents about the Michigan Scholars program and Scholars Course of Study.
- Keep Michigan Scholars brochures and related information in office, counseling centers and distribute when appropriate.
- Identify students who are already on the Michigan Scholars Course of Study.
- Develop system to document students on the Michigan Scholars Course of Study.
- Make available and collect data that help evaluate the program.