

Guidance and Counseling Program

Long-Range Plan

Name: _____

School Year: _____

School: _____ Grade Level(s) Served: _____

Context of the Guidance and Counseling Program

- ❖ *Description of the school (e.g., size, grade levels, Title programs) and the surrounding community (e.g., location, urbanization, size).*

- ❖ *Description of the population of students (e.g., age levels, backgrounds, interests) served by the school guidance counselor and the types of other school programs and services (e.g., special education, gifted and talented, ESL, school/grade-level instructional programs and initiatives) that are needed by and provided to these students.*

- ❖ *Description of other factors, if any, that impact on the guidance and counseling program.*

Roles and Responsibilities of the School Guidance Counselor

In addition to planning, implementing, and evaluating the goals of the comprehensive developmental guidance and counseling program, as described in the following pages, the school guidance counselor's assigned responsibilities include the following:

❖

Comprehensive Developmental Guidance and Counseling Program Component *(check one)*

- Guidance Curriculum:** Structured experiences presented systematically through classroom and group activities that emphasize choice-making, self-understanding, career exploration and preparation, and improving study skills.
- Individual Student Planning:** Test interpretation, informal counseling, educational counseling, and career planning activities to assist all students in planning, monitoring, and managing their own academic achievement as well as their personal and career development.
- Responsive Services:** Counseling or referral activities to meet the immediate needs and concerns of students.
- System Support:** Indirect guidance management activities such as staff/community relations, special projects, committees, and student support teams that maintain and enhance the guidance program.

Needs Assessment(s)

- ❖ *Description of formal and/or informal needs assessment(s) and source(s) of information.*

- ❖ *Results and implications.*

Goal(s)

1.			
Objectives	Activities	Key Materials, Resources, Technologies, Procedures, and/or Communications	Evaluation Methods

2.			
Objectives	Activities	Key Materials, Resources, Technologies, Procedures, and/or Communications	Evaluation Methods

3.			
Objectives	Activities	Key Materials, Resources, Technologies, Procedures, and/or Communications	Evaluation Methods