

Preparation

When applying for jobs in the field of School Counseling, a Curriculum Vitae (CV) may be requested. **A CV is a document that highlights your academic and professional experiences in a comprehensive way.**

FPU's School Counseling program follows the [American School Counseling Association's Standards](#) (ASCA). If you are in the School Counseling program, the following sections should be included in your CV in preparation for your program exit interview:

ASCA DOMAINS*

- **College and Career Development:** Standards guiding school counseling programs to help students:
 - 1) understand the connection between school and the world of work and
 - 2) plan for and make a successful transition from school to postsecondary education and/or the world of work and from job to job across the life span.
- **Academic Development:** Standards guiding school counseling programs to implement strategies and activities to support and maximize each student's ability to learn.
- **Social and Emotional Development:** Standards guiding school counseling programs to help students manage emotions and learn and apply interpersonal skills.

Within each of the above components, you may describe the activities accomplished within the various school settings to demonstrate your competency on your CV:

DOMAIN EXAMPLE ACTIVITIES

- **College and Career Counseling:** Directed career exploration workshops for 32 Junior students. Utilized "My Next Move" alongside students to begin identifying career interest areas.
- **Academic Counseling:** Conducted individual meetings with pupil to review grades and create a tutoring referral process. Students, parents, and teachers entered a tutoring contract to increase student's academic development.
- **Social and Emotional Counseling:** Developed and implemented a schoolwide anti-bullying campaign to decrease the number of discipline referrals and increase a safe learning environment.

Additional Resources

Check out these additional resources for more assistance on your School Counseling CV:

- Ohio School Counseling Association | [Job Search Skills for the Professional School Counselor](#)
- DePaul University Career Center | [School Counseling Samples](#)