

**Notice of Position Opening
Internal/External
Full Time**

Title: School Counselor
Posting Number: S_57
Posting Date: August 25, 2025
Reporting to: Education & Training Manager
Grade Level: S2

Applications will be accepted up to September 5, 2025

Firestone Liberia (FSLB) seeks applicants as School Counselor to implement a comprehensive school counseling program to promote academic, career, and personal/social development for all students.

Broad Function but not limited to:

- Develop, and maintain comprehensive school counseling programs with school administrators
- Provides leadership and collaborates with educators including integrating MOE Guidance Curriculum
- Implements appropriate prevention activities to meet student needs and school goals
- Incorporates into counseling programs life skills students need to be successful in the 21st century
- Assists students, individually and collectively in developing academically, socially, and professionally
- Collaborates with parents/guardians and others to assist students with educational activities, career etc.
- Provides individual and group counseling to students with identified concerns and needs
- Implements an effective referral and follow-up process as needed
- Provides appropriate information to supervisors related to the comprehensive school counseling program
- Participates in professional development activities to improve knowledge and skills
- Use available technology resources to enhance the school counseling program
- Collects and analyze data to assess the programs implemented and make necessary adjustment
- Measure results of counseling program activities and shares results with appropriate stakeholders

Experience & Education:

- Bachelor's Degree in Sociology or related field
- Minimum 5 years' experience working in a school environment
- Experience with the use of internet, Windows, Excel, Word, PowerPoint, Database, and other software

Additional Requirements:

- Excellent Problem-solving skills
- Articulate actionable recommendations to the Manager on school matters
- Team Working Ability to work under pressure and meet deadlines
- Excellent organizational skills

**Send resume (max. 3 pages) to: FSLBHR@bfusa.com
Human Resources Department, Firestone Liberia LLC
Please reference this posting number on all documents: S-057**

NOTE: Only short-listed candidates will be invited.



08/21/25