



Bridging School Leadership Teams

Key Distinctions in Postsecondary Responsibilities

In Chicago Public Schools, College & Career Coaches play an active role in supporting the postsecondary process for students. While Counseling Departments and College & Career Coaches share some responsibilities, there are distinctions in the roles. This tool provides an opportunity to examine those distinctions.

Key Distinctions in Postsecondary Responsibilities

School Counselors

- Help lead and drive Postsecondary Leadership Team work with College & Career Coaches
- Create space for College & Career Coaches in department meetings
- Understand and support data systems
- Lead professional development that builds staff knowledge on postsecondary processes
- Connect academic progress to postsecondary outcomes for staff and students (includes academic audits)
- Explore and communicate the relationship between test results and college access
- Take on leadership roles (such as in grade-level teams) to collaborate with educators
- Create and identify social/emotional supports that complement postsecondary efforts
- Work with administration to connect schoolwide goals to postsecondary efforts

Jointly support the implementation of the following:

- College Applications
- FAFSA Processing
- College Exposure and Trips
- Family Nights
- Decision Day
- Prepping for College Choice
- Collaboration with Senior Seminar Teachers
- Senior Seminar
- Collaboration with Administrators

College & Career Coaches

- Facilitate the logistical planning of postsecondary efforts
- Maintain data on postsecondary indicators
- Help lead the Postsecondary Leadership Team and drive postsecondary work schoolwide
- Keep an eye on key postsecondary indicators and troubleshoot when needed
- Provide multiple opportunities to engage students in the college application and FAFSA processes; coordinate postsecondary programming
- Work closely with Counseling Department to analyze data on postsecondary indicators
- Help build the process of a schoolwide postsecondary common language

