

How does the system work? Who does what? Where do I go for help?

Obtaining a new position can be both exciting and overwhelming.

Whether you are new to the profession or a veteran of schools, acclimating to your new role involves a steep learning curve. Even in the same grade levels, the people who are your points-of-contact for the same process may have a different role and mode of operation.

The Mechanics of School Counseling Workbook is designed to shorten and moderate the learning curve by providing specific questions to ask in your new setting, reducing your legwork and maximizing your direct involvement with students and parents. These are the things you would learn gradually over time, and spend a great deal of time looking for the answers if you need to find them in a piecemeal fashion.

Examples include:

Building and District Personnel

Can I locate the key people with whom I will interact?

Special Education

What is our state / district process, and with whom will I collaborate?

Recordkeeping

Are there uniform procedures and documents we use for student evaluation?

Transportation

How are services provided in the district, and what are the limits of which I should be aware?

Technology

Are there specific software pieces on which I need training and assistance?

School Health Services

What is available and who is our primary contact for student health concerns?

When you utilize *The Mechanics of School Counseling Workbook* fully, you should have a wealth of current, relevant and important information at your disposal to assist your students, parents, teachers, colleagues, administrators and community.



Eric Chancy is currently a Senior Administrator for Wake County, NC Schools (Raleigh). He has served in the role of a high school counselor for 14 years, a middle school counselor for 2 years and a college counselor for 3 years. His Ph.D. work focuses on how technology impacts the roles and work of school counselors, and his presentations have grown from the work he has done with students, parents and teachers over the last 21 years.

The purpose of this workbook is to help school counselors explore their professional commonalities across schools and across geographical areas. What a marvelous idea! Eric Chancy and his colleagues have developed a much needed guide to enrich school counselors and what they contribute to the lives of so many individuals.

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"The Mechanics of School Counseling Workbook" has excellent potential for experienced and beginning school counselors and for school counseling student interns because it provides a comprehensive framework for organizing and conducting their professional practices. I plan to have my school counseling students acquire and use it during their internships.

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