

Title of Project:

Preparation and Training of School Counselors for Roles in Virtual K-12 Settings.

Investigators Name:

The principal investigator for this study is Tricia Woodliff, Ph.D., CPC, NCC, ACS

Student investigator: Cindy Black, Doctoral Candidate, M.Ed.

Email Contact Information: cindyblack@unr.edu

Informed Consent:

You are invited to participate in a qualitative research dissertation study. This study is conducted by Cindy Black who is enrolled in the Counselor Education and Supervision Ph.D program at the University of Nevada-Reno under the guidance of Dr. Tricia Woodliff.

The potential impacts of this study are first, to give you as the participant an opportunity to share your story, your struggles, victories, and celebrations. It will also be an opportunity to contribute to best practices and continued professional development opportunities for virtual school counselors and to continue to grow as professionals.

For school counselors, it will inform best practices, and add to the literature on virtual school counselors. Finally it will inform counselor education on the need to train school counselors for work in a virtual setting and outline that training.

To participate in this study, you must meet the following criteria:

- Be employed as a school counselor in a virtual K-12 setting
- The virtual setting is defined as one that is fully online or a hybrid or blended program
- Work in a setting that is in the United States

This Demographic Survey should take no more than 10 minutes to complete. If you meet the inclusion criteria (employed as a school counselor in a virtual or hybrid setting; employed in the United States) and are willing to be interviewed, you will be contacted to schedule an interview that will last up to 60 minutes. This interview will be held virtually via Google Meet. All interviews will be recorded using the audio only and transcribed for the study.

Google Form Link:

https://docs.google.com/forms/d/e/1FAIpQLSdubCRFs8jewyzJAzdSNnAMV1ABfF-_506BKBo9zKn0vSrrnA/viewform?usp=sf_link

Use of Data:

The data collected will be used in a dissertation study that is exploring the preparation and training of school counselors for roles in the virtual K-12 setting. The results will be reported and discussed at length in the dissertation. No personal identifiable information will be presented or reported in the study.

Risks/Benefits/Confidentiality of Data:

Although participants will be submitting their name, phone number, and email address, there are

no known risks for participating in this study. Personal identifiable information will only be used to contact participants and schedule an interview. Once the interview is complete, the participants' information will be removed and assigned a pseudonym. Only the student researcher and advisor will have access to the data during the data collection and analysis phase to limit breach of information and maintain confidentiality. No personal identifiable information will be included in the presentation or report of the study.

Participation or Withdrawal:

Your decision to participate or decline participation in this study is voluntary. You may decline to answer any questions and you have the right to withdraw from participation. Withdrawal will not affect your relationship with your respective program in any way.

Contacts:

If you have any questions about the study or are interested in participating, please contact: [Cindy Black; cindyblack@unr.edu](mailto:cindyblack@unr.edu)

Questions about your rights as a research participant:

If you have questions about your rights or are dissatisfied at any time with any part of the study, you can contact, anonymously if you wish, the Office of Research Integrity and Security by phone at 775-327-2368 or by email IRB@UNR.edu. UNR's campus address is 1664 North Virginia Street, Ross Hall 217, Mailstop: 0331, Reno, NV 89557. IRB reference number: 2262120-1.

Thank you in advance for your time and participation. By clicking on the Google Form link, you are indicating that you have read the Informed Consent and are consenting to participate in this study.