



Mancos School District  
Staff Job Description

<b>Title:</b> Math Interventionist	<b>FLSA Status:</b> Non Exempt
<b>Reports To:</b> Elementary Principal	<b>Pay Range:</b> up to \$37,000
<b>Prepared/Revised Date:</b> May 22nd, 2023	<b>Work Year:</b> 9 months

**SUMMARY:**

The math interventionist is responsible for supporting K-5 student achievement in the area of mathematics with special attention to Tier II and Tier III instruction. The interventionist provides individual and small group instruction to students struggling academically. This position is also responsible for monitoring, reporting and communicating student progress and performance. Strong candidates enjoy differentiating curriculum in order to target specific learning goals, developing strong connections with students and families through consistent and positive communication.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Listed below are the essential tasks performed to achieve the purpose of this job. The frequency of each task is listed as follows: **(D)** daily, **(W)** weekly, **(M)** monthly, **(Q)** quarterly, or **(A)** annually. Also listed is the percentage of time each task requires on an annual basis. The total, including the percentage allocated to "other duties as assigned," equals 100%.

<b>Job Tasks Descriptions</b>	<b>Frequency</b>	<b>% of time</b>
1. Creates and delivers lessons based on focus areas for students in math.	<b>D</b>	<b>50%</b>
2. Using school assessment data as a guide, and in partnership with classroom teachers, provide targeted intervention sessions.	<b>D</b>	<b>10%</b>
3. Collects growth data in the area of math.	<b>W</b>	<b>10%</b>
4. Maintains accurate, complete, and correct records as required by law, district policy, administrative guidelines, or specific program requirements.	<b>D</b>	<b>10%</b>
5. Provides support for all levels of mathematics	<b>D</b>	<b>10%</b>
6. Attends Response to Intervention meetings and shares data on student performance.	<b>M</b>	<b>5%</b>
7. Uses a variety of manipulatives and hands-on activities to support content standards and the needs and capabilities of the individuals or student groups involved.	<b>D</b>	<b>4%</b>
8. Perform other duties as assigned.	<b>D</b>	<b>1%</b>
	<b>TOTAL =</b>	<b>100%</b>

**EDUCATION AND RELATED WORK EXPERIENCE:**

- Bachelor's Degree Preferred
- Experience in Elementary Education



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**TECHNICAL SKILLS, KNOWLEDGE, AND ABILITIES:**

- Intermediate oral and written communication skills
- Intermediate English language skills
- Strong interpersonal relations skills
- Intermediate organizational skills and flexibility to accept change
- Ability to manage multiple priorities
- Ability to manage multiple tasks with frequent interruptions
- Maintain confidentiality of student information and records in compliance with confidentiality laws including Family Educational Rights and Privacy Act (FERPA)

**LICENSES, REGISTRATIONS, OR CERTIFICATIONS:**

- Must pass various pre-employment background screenings; required at entry
- Valid Colorado teaching certificate/license

**MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:**

- Operating knowledge of and experience with typical office equipment
- Microsoft and or Google applications

**REPORTING RELATIONSHIP AND DIRECTION/GUIDANCE:**

- Reports to: Elementary Principal
- Direct Reports: This job has no supervisory responsibility

**BUDGET AND/OR RESOURCE RESPONSIBILITY:**

Budget Function	Responsibility			
	Sole	Participate	Recommend	Not Applicable
Develop a Budget				x
Administer a Budget				x
Monitor a Budget		x		
Coordinate a Budget				x
Initiate a Requisition		x		

**PHYSICAL REQUIREMENTS AND WORKING CONDITIONS:**

PHYSICAL ACTIVITIES	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand			x	
Walk			x	
Sit			x	
Use hands to finger, handle or feel			x	



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PHYSICAL ACTIVITIES	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Reach with hands and arms			x	
Climb or balance		x		
Stoop, kneel, crouch, or crawl			x	
Talk				x
Hear				x
Taste			x	
Smell			x	

WEIGHT AND FORCE DEMANDS	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds			x	
Up to 25 pounds		x		
Up to 50 pounds	x			
Up to 100 pounds	x			

MENTAL FUNCTIONS	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			x	
Analyze				x
Communicate				x
Copy			x	
Coordinate				x
Instruct				x
Compute			x	
Synthesize			x	
Evaluate				x
Use Interpersonal Skills				x
Compile			x	



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Negotiate			x	
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WORK ENVIRONMENT	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	x			
Work near moving mechanical parts	x			
Work in high, precarious places	x			
Fumes or airborne particles	x			
Toxic or caustic chemicals	x			
Outdoor weather conditions		x		
Extreme cold (non-weather)	x			
Extreme heat (non-weather)	x			
Risk of electrical shock	x			
Work with explosives	x			
Risk of radiation	x			
Vibration	x			

VISION DEMANDS	REQUIRED TO PERFORM ESSENTIAL FUNCTIONS OF THE JOB
No special vision requirements	x
Close vision (clear vision at 20 inches or less)	
Distance vision (clear vision at 20 feet or more)	
Color vision (ability to identify and distinguish colors)	
Peripheral vision	
Depth perception	
Ability to adjust focus	

NOISE LEVEL	Level of noise typical in the work environment for this job
Very quiet	
Quiet	



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Moderate	<b>x</b>
Loud	
Very loud	

**OTHER INFORMATION:**

- n/a

*Mancos School District RE-6 does not discriminate on the basis of race, color, sex, religion, national origin, ancestry, creed, age, marital status, sexual orientation, genetic information, disability, or need for special education services in admission or access to, or treatment of employment in its educational programs or activities.*

*Mancos School District RE-6 is an equal opportunity and affirmative action employer and complies with Title IX and the Americans with Disabilities Act.*