



POSITION TITLE MEC Math Corps Interventionist
REPORTS TO Program Staff and Internal Coach

POSITION SUMMARY

The MEC Math Corps Interventionist works with pairs of students (4th - 8th grade) who are not proficient in math. The MEC Math Corps Interventionist implements prescribed mathematics interventions and strategies and conducts progress monitoring assessments to ensure students are on track to reach proficiency. This is an AmeriCorps service member position.

ESSENTIAL FUNCTIONS

Math Intervention and Assessment

- Conduct tutoring sessions with pairs of students using prescribed mathematics interventions and strategies provided by MEC Math Corps; achieve a high degree of fidelity to the scripted interventions.
- Assist students in improving their math skills and abilities to reach grade level expectations.
- Develop and maintain a weekly tutoring schedule for pairs of students which maximizes the number of students served and provides a minimum of 90-minutes of tutoring for each student per week.
- Assess, with a high level of accuracy, students' continual progress through progress monitoring and benchmarking.
- Identify students who qualify to receive MEC Math Corps tutoring services based on MEC Math Corps defined assessment and direction from the Internal Coach and Master Coach.
- Provide complete, accurate, and timely documentation of students' data, including weekly progress scores and interventions using an online database; and maintain confidentiality of all student data.
- Regularly review student data with Internal Coach and Master Coach to gauge the effectiveness of the math intervention being used and determine if a change in strategy is necessary.
- Participate in coaching sessions (includes observation of interventionist); act on constructive feedback from coaching sessions.

Communication

- Communicate and interact with students in an age and developmentally appropriate way.
- Communicate regularly and effectively with Internal Coach, Master Coach, MEC Math Corps staff, and site personnel.

Attendance

- Demonstrate regular, timely attendance and adherence to hours as scheduled.
- Commit to service for the full service term, serving the total commitment of hours within the term.
- Attend all required Math Corps-sponsored training sessions, meetings, and coaching sessions; travel as necessary.

SECONDARY FUNCTIONS

- Perform assignments and/or duties as assigned by Internal Coach, Master Coach, or Program Director, excluding activities that would displace a staff member or volunteer.
- Represent MEC Math Corps at site-sponsored activities (e.g., family night) and provide education about MEC Math Corps and general math awareness.
- Attend service projects and Michigan Education Corps events, as applicable. These may include evening and/or weekend hours.
- Additionally, other functions as indicated by your program and/or Service Commission, e.g., submit 10 Great Stories in OnCorps, engage in volunteer mobilization, participation in Professional Learning Groups, participation in outreach activities.

MINIMUM QUALIFICATIONS

- Must be 18 years of age or older by your start date.
- Must have at least a high school diploma or recognized equivalent by your start date.
- Must be either a citizen, national, or lawful permanent resident alien of the United States.
- Must pass mandatory pre-service background checks.
- Must not have served 4 or more prior terms of service with AmeriCorps State or National.
- Speak, read, and write English fluently.
- Interest in education, specifically helping students improve their math skills.
- Dedication to community service.
- Basic computer skills, including the ability to navigate online systems and email.
- Energetic, results-oriented, student-focused style.
- Strong planning and time-management skills.
- Strong capacity to be flexible and adaptable to varied circumstances, paired with a conscientious commitment to adhere to the MEC Math Corps tutoring model with fidelity.
- Consistent follow-through.
- Ability to accept and incorporate constructive feedback from coaches and program staff.
- Ability to work with diverse populations.
- Ability to adapt to a sometimes challenging and high-pressure environment.
- Strong personal standards of excellence, ethics, and integrity.
- *Preferred: College coursework, college degree or equivalent work experience.*

Michigan Education Corps Math Corps will not discriminate for or against any AmeriCorps service member or applicant based on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, disability, sexual orientation, age, or any other category protected by law.

Reasonable accommodations provided upon request. This document is available in alternative formats.