

Position Description

POSITION TITLE

K-3 Math Corps Interventionist

REPORTS TO

Program Staff and Internal Coach

POSITION SUMMARY

As part of Michigan Education Corps (MEC), the K-3 Math Corps Interventionist plays a vital role in MEC's mission of empowering Michigan kids to achieve their highest potential in reading and math. By providing students with individualized support, the K-3 Math Corps Interventionist directly contributes to creating equitable opportunities for every learner to succeed.

Placed at one elementary school, the K-3 Math Corps Interventionist provides supplemental math skills practice to kindergarten through third grade students, helping them build essential math skills. Guided by their training and coaches, the interventionist uses scripted, evidence-based math strategies and conducts unit and tri-annual assessments to ensure each student is on track to reach grade-level proficiency in math. This is an AmeriCorps service volunteer position with the AmeriCorps program, Michigan Education Corps K-3 MEC Math Corps.

ESSENTIAL FUNCTIONS

Math Strategies & Assessment

- Conduct paired tutoring sessions with students using scripted, evidence-based math strategies provided by the program; achieve a high degree of fidelity to the scripted strategies.
- Assist children in improving their math skills and abilities to reach grade level expectations.
- Develop and maintain a weekly tutoring schedule which maximizes the number of students served and allows student pair to receive daily 20-minute tutoring sessions using prescribed math strategies.
- Assess, with a high level of accuracy, students' continual progress through progress monitoring (unit assessments) and tri-annual benchmark assessments.
- Identify students who qualify for tutoring services based on a program designed assessment with direction from program coaches.
- Provide complete, accurate, and timely documentation of students' daily progress and strategies using an online database; maintain confidentiality of all student data. Due weekly on Fridays; best practice is daily data entry.
- Regularly review student data with program coaches to gauge the effectiveness of the math strategies being used and determine if a change in strategy is necessary.
- Participate in regular program coaching sessions (including regular/monthly observation of interventionist) to review student progress, plan, problem-solve, and set goals; receive and act on constructive feedback from coaching sessions.
- Provide opportunities for family involvement for students receiving services by sending home family newsletters that contain math engagement strategies.

NON-ESSENTIAL FUNCTIONS

- Participate in one or more site-sponsored activities (e.g., family night, parent-teacher conferences) to provide education about MEC Math Corps and general math awareness. Recruit volunteers to participate in site-based events or literacy and/or math focused programming.
- Maximize impact via push-in classroom to deliver 1:2 K-3 Math Corps tutoring when students cannot be pulled from class due to school schedule.
- Actively participate in regional service projects and commemorating National Days of Service such as September 11 National Day of Service and Remembrance and Martin Luther King, Jr. National Day of Service (as applicable). These may include evening and/or weekend hours.
- Be an ambassador of AmeriCorps and the program by submitting Great Stories and participating in outreach activities.

Position Description Continued

COMMUNICATION

- Foster a welcoming and supportive atmosphere through modeling inclusive and respectful behavior and communication.
- Build and maintain collaborative relationships with participants, site staff, and Michigan Education Corps staff, fostering an environment of mutual respect and understanding.
- Communicate and interact with students in an age and developmentally appropriate way.
- Communicate regularly and effectively with coaches, Michigan Education 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.
- Participate in all required MEC sponsored training sessions, meetings, and coaching sessions, travel as necessary.

MINIMUM QUALIFICATIONS

- Must be 18 years of age or older by two weeks prior to your start date.
- Must have at least a high school diploma or its recognized equivalent by your start date or must agree to obtain a high school diploma or its equivalent prior to using the Segal AmeriCorps Education Award.
- Must be either a citizen, national, or lawful permanent resident of the United States.
- Must pass mandatory AmeriCorps required pre-service background checks.
- Must be eligible to serve with an AmeriCorps State and National program under current AmeriCorps service term limit guidelines.
- Must speak, read, and write English fluently.
- Basic computer and technology skills needed, including the ability to navigate online systems and email.

PHYSICAL REQUIREMENTS

- Michigan Education Corps strives to provide an accessible service environment for all volunteers. Though positions generally require some level of physical activity, Ampact will strive to provide reasonable accommodation upon request.
- Some positions are primarily based in an office or classroom setting and require sitting, standing, and operating a computer and telephone.
- Some positions may require light to moderate lifting, bending, stooping, pulling, kneeling, carrying up to 30-50 lbs.



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Michigan Education Corps prohibits all forms of discrimination and harassment based on race, color, national origin, sex, age (40 and over), religion, sexual orientation, disability (mental or physical), political affiliation, marital or parental status, pregnancy, reprisal, genetic information (including family medical history), military service, or any other category protected by law.

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