

HOWARD GARDNER MI CHARTER SCHOOL

Job Title: Math Specialist and Interventionist

Reports to: Principal

Status: Exempt; 10 month position

Overview Promotes and develops successful mathematics instruction and intervention as an active member of the Schoolwide Title I and MTSS Committee. Responsible for developing small group and individual mathematics interventions and supporting analysis of student progress. Maintains a cooperative attitude with staff, parents, and students.

Responsibilities

1. Promote the Mission and Vision of the school with students, colleagues, administration, and parents.
2. Create and maintain a nurturing, safe, and academically challenging learning environment.
3. Understands and participates in the schoolwide PBIS program.
4. Assist in developing, implementing, and evaluating the Schoolwide Title I program.
5. Utilize the theory of Multiple Intelligences in lesson planning, pedagogy, and assessment.
6. Coordinate and provide strategic intervention to meet the needs of schoolwide math goals.
7. Implement effective assessments to determine instructional needs of students in mathematics.
8. Provide school-wide benchmark assessment data and reports to the Federal Programs Coordinator, MTSS Committee, and teachers.
9. Assist teachers in developing effective mathematics instruction and assessment.
10. Promote high levels of achievement in relation to individual abilities.
11. Use techniques and methodologies appropriate to MI theory.
12. Demonstrate knowledge of and implementation of research-based principles of intervention.
13. Organize interventions using clearly defined student outcomes.
14. Prepare lesson plans based on state mathematics standards to address intervention needs.
15. Develop in-services and professional learning opportunities for staff as needed.
16. Plan and attend Schoolwide Title I Family Engagement activities.
17. Responsible for non-classroom student activities within the assigned workday.
18. Keep abreast of current trends in elementary/middle school mathematics education.
19. Participate in professional development, continuing education, and PDE mandatory training.
20. Comply with School policies and procedures; submit required reports/forms etc.
21. Attend staff meetings and serve on committees, as required.
22. Perform other related duties as assigned by the principal and/or CEO.

Qualifications:

1. Bachelor's Degree in the appropriate area(s), e.g., Math, Elementary and Middle School Education, or Mathematics Education. Master's preferred.

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2. Valid Pennsylvania Teaching Certificate and Mathematics certification is preferred.
3. Required clearances: FBI Fingerprinting, Child Abuse, and PA State Police Criminal Records
4. Completion of trainings required by HGMICS and the Pennsylvania Department of Education.
5. Willingness to understand and conform to the educational approach espoused in the School's mission and vision statements.