



## Interventionist

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### Position Summary

The role of the *Interventionist*, under the supervision of Intervention Services Coordinator, will be to provide quality academic coaching and progress monitoring for students on their caseloads. Interventionist hours are between 12:00 pm to 7:00 pm, Monday through Thursday, and 2:00 pm to 5:00 pm on Fridays.

**Title:** Interventionist

**Division:** Middle School

**Location:** Richmond, CA

**Reports To:** Intervention Services Coordinator

**Exemption Status:** Non-Exempt

### Primary Responsibilities

#### Caseload Management:

- Manage a caseload of 5-10 students, including the following: tracking student performance data; recording student progress on a daily basis; goal setting and progress monitoring; and outreach to teachers as needed

#### Classroom/Student Support:

- Work with core teachers providing extra support in the classroom
- Create curriculum and facilitate student use of supplementary online programs to boost Literacy and Math skills
- Implement a variety of teaching strategies to increase interest in Math and Literacy skills

#### Data and General Support:

- Organize and update data, reports, and supplies daily
- Attend teacher professional development and collaborate as needed

### Qualifications

#### Experience

- Minimum 2 years of working in supplemental education with groups of 10 or less
- Experience working with ethnically and socioeconomically diverse students in a classroom or after-school setting

### Organizational Alignment

- Demonstrate knowledge of, and support, Making Waves Academy's mission, core values, standards, competencies, and code of conduct outlined in the Employee Handbook
- Commitment to become an active participant in the school community – attending school competitions, performances, assemblies, and extracurricular activities

### Skills

- Plan and organize academic support activities, manage time effectively and organize materials
- Manage both small group and overall study center environment
- Resolve conflicts and motivate students to complete assignments
- Communicate effectively and professionally with both staff and students
- Provide students with academic support, assisting with homework and projects
- Ability to work collaboratively and independently
- Ability to work effectively in fast-paced environments with limited supervision
- Proficiency with Microsoft Office, PowerSchool, and other applicable computer software desired

### Education

- Associate's Degree and CBEST preferred

### **How to Apply**

Please send cover letter and résumé to [apply@mwacademy.org](mailto:apply@mwacademy.org)

Applications will be reviewed on a rolling basis, though priority consideration will be given to candidates that apply early. Making Waves Academy is an equal opportunity employer. Candidates from diverse backgrounds are encouraged to apply.