



Open Position: Academic Intervention Specialist

Position Type: Full Time

Start Date: August 1, 2019

Equal Employment Opportunity:

Nativity Jesuit Academy is an equal opportunity employer.

About Nativity Jesuit Academy:

Nativity Jesuit Academy (NJA) is a K4-8 co-ed Catholic, Jesuit, urban school serving young men and women in Milwaukee, WI. We prepare our students, in partnership with their families, for Christian leadership and service in high school, college, and life.

Through a holistic education program, NJA strives to form leaders who are religious, loving, seeking intellectual excellence, committed to justice and open to growth. Like Christ, who came “not to be served, but to serve” (Mark 10:45), NJA transforms students to become men and women for and with others.

Position Summary:

The Academic Intervention Specialist is a liaison between the school’s leadership, teachers, students, and parents in order to help provide the best education possible. The interventionist is responsible for push-in and pull-out support and in planning instruction and/or adaption of the instructional programs using the Response to Intervention (RtI) model to facilitate student learning in accordance with school policies and state guidelines.

Position Responsibilities:

The Academic Intervention Specialist provides specialized support in reading, mathematics, writing (other subjects as needed) to all students in K4-8th, who are struggling academically; he or she also works with the school’s leadership to implement academic intervention programs based on data and will create and implement specific strategies designed to promote intellectual, social, and physical growth in all identified intervention students. Evaluation and measurement of the effectiveness of specific RtI strategies and interventions is required in order to refine Tier 1, Tier 2, and Tier 3 levels of support at the school. The academic intervention specialist will support the instructional programs of Nativity Jesuit alongside school leaders and teachers. The academic intervention specialist reports to the assistant principal.

Essential Duties and Responsibilities of an Academic Intervention Specialist:

- Uses data, such as blended learning reports/report cards/progress reports/formative and summative assessments to provide instruction to students and develop scaffolds to support student growth.
- Develops, if needed, assessments in all grade levels for progress monitoring purposes to support teachers.
- Supports teachers in monitoring academic data and student progress.
- Monitors the progress of his or her entire caseload, assess growth and progress (using Tier 1,2, 3), maintains records and communicates with parents, teachers, and school's leadership on a regular basis.
- Attends and participates in ongoing training sessions, data analysis meetings and workshops in and outside of school.
- Works with a team to help identify the best practices for individual students and groups of students.
- Provides input regarding the development and implementation of an intervention plan.
- Works with teachers, academic leadership team to teach the intervention tactics in 1-1 coaching meetings or via professional development sessions.
- Prepares reports for parents, teachers and school leadership regularly.
- Participates in the evaluation of intervention plans.
- Co-leads the Student Intervention Team (SIT) and advises the team using data on student academic trends, and intervention plans supporting all students.
- Manages Title services and communicates frequently with teachers, parents and school leaders about Title services and plans for students.
- Support the school during testing periods.
- Manages and orders materials that are necessary for performing job functions.
- Supports summer school and Camp Thunderhead academic interventions as needed.
- Other duties may be assigned as needed.

Required Knowledge, Skills and Abilities:

- Must be able to work collaboratively with groups of parents, teachers and students.
- Demonstrates the ability to make appropriate recommendations to teachers based upon collected data.
- Strong analytical, data management and technology skills, and proficiency and Proficient in productivity software, including but not limited to the use of spreadsheet, communication, collaboration and student information systems.
- Possesses a strong understanding of the English language, math skills, spelling and proper grammar.
- Demonstrates patience for working with students who may have serious learning challenges and potential disabilities.
- Shows the ability to create and maintain a safe, organized, orderly environment that is conducive to learning.
- Show ability to manage aides and volunteers who may assist with intervention plans.

- Bilingual Preferred

Education and Experience:

Teaching license (K-12) from the State of Wisconsin. Reading specialist, English Language Learner (ELL) certificate, students with learning disabilities certificate or related field required. Bachelor's degree in education or related field. Master's degree preferred. At least three years' of experience teaching in a classroom. Experience teaching English, reading, writing, and ELL's strongly preferred.

How to Apply:

Send resume and cover letter to Vanessa Solis, Principal, at solisv@njms.org