



**WELLESLEY PUBLIC SCHOOLS**  
**Wellesley, MA**

## **Job Description**

**Title:** Math Interventionist Paraprofessional – Elementary K-5

**Job Goal:** The Mathematics Intervention Paraprofessional raises the mathematics achievement of students who are not meeting grade-level expectations in mathematics by providing direct instruction in mathematics in individual and small groups within or outside of the regular classroom settings.

**Performance Responsibilities:**

- Plan and provide instruction to students identified as eligible for math intervention in individual and small groups within or outside of the regular classroom settings.
- Assess and monitor student progress weekly.
- Maintain accurate and complete records of student progress.
- Support the social and emotional needs of students through positive relationship building, appropriate support and engaging instruction.
- Work collaboratively with the mathematics specialist/coach, classroom teachers, principal, and the Department Head.
- Actively participate in professional development provided by the math department.
- Perform other responsibilities as may be assigned by the math department head or the school principal.

**Essential Functions of the Job:**

- Maintain a record of regular attendance, arrive and depart at specified contractual times, and notify appropriate personnel when absent.
- Physical agility and strength to perform job-related tasks appropriate for the age and/or grade level.
- Ability to complete district approved de-escalation and safety training.
- Integrate into the classroom setting, working under the direction of the classroom teacher, department head, or math specialist to support student engagement.
- Adapt and acquire new skills and knowledge and use them consistently to support student engagement with learning activities, social interactions, and the school day.
- Maintain flexibility in day-to-day priorities set to reflect changing school needs.
- Work in multiple classrooms or environments during the school day.
- Able to move with student from one school environment to another.
- Ensure confidentiality regarding all personal information and educational records concerning students and their families.

- Maintain professional boundaries with students and their families.

**Qualifications:**

- Bachelor's Degree
- Passion for working with children
- Mathematics background preferred
- Knowledge of math teaching strategies
- Ability to engage children in learning
- Strong communication skills
- Strong collaboration skills
- Successful completion of a Criminal Record Check (C.O.R.I), Sexual Offender Record Check (S.O.R.I.) and fingerprints

**Evaluated by:** K-5 Department Head for Mathematics or Designee

**Work Year:** In accordance with the Wellesley Teachers Association – Unit C

**Salary/Benefits:** In accordance with the Wellesley Teachers Association – Unit C

**Revision Date:** 4/1/2019