



5301 Monona Drive, Monona, WI 53716 P: 608-221-7660 F: 608-221-7688

Position Description

Position Title:	Math Support Teacher
Department / Location:	Teaching & Learning Department
Reports to:	Director of Elementary Teaching & Learning (Elementary Assigned Staff) / Director of Secondary Teaching & Learning (Secondary Assigned Staff)
Employees Supervised:	N/A
Classification:	School Year
FLSA Status:	Exempt
Created / Revised:	February 20, 2026
Board Approved:	March 10, 2026

Position Summary

The Math Interventionist is a specialized educator responsible for supporting student achievement in mathematics for grades K-8. The primary focus of this role is to implement data-driven interventions for students who have gaps in universal skills related to math (numbersense, operations). Additionally, this role serves as an instructional leader, collaborating with classroom teachers to improve universal instruction, targeted instruction, and analyzing building-level data to identify trends to drive school-wide improvement.

Essential Functions and Responsibilities

1. Student Intervention & Targeted Support
 - a. Small Group Support and Intervention: Plan and facilitate daily small-group or one-on-one instruction for students identified as in need of universal skill development in math, utilizing research-based intervention strategies.
 - b. Diagnostic Assessment: Administer diagnostic assessments to pinpoint specific conceptual gaps (e.g., number sense, fluency, algebraic thinking) in struggling learners.
 - c. Progress Monitoring: Maintain frequent (weekly) progress monitoring data to track student growth during intervention cycles and adjust instructional strategies accordingly.
 - d. Intervention Team: Serve on site intervention team(s) to screen, identify, pinpoint, and monitor student needs.

2. Teacher Collaboration & Instructional Support
 - a. Co-Planning and Collaboration: Meet regularly with grade-level & department teams to co-plan units, suggest Universal Design for Learning (UDL) strategies for universal instruction, and ensure alignment with identified essential standards.
 - b. Modeling: Model first best instruction in math instruction (e.g., Number Talks, use of manipulatives, inquiry-based learning) within general education classrooms.
 - c. Resource Management: In alignment with district procedures, curate and distribute math resources, manipulatives, and supplemental materials to support diverse learning needs across the school.
 - d. C3 Meetings: Participate Collaborative Team (C3) meetings to provide expertise on data analysis, assessment practices, math instruction, and targeted support.
3. Data Analysis & Building-Level Leadership
 - a. School-Wide Data Analysis: Lead the collection and analysis of building-wide benchmark data (e.g., Forward, local benchmark). Identify grade-level trends, equity gaps, and areas for curriculum adjustment.
 - b. Data Presentations: Prepare and present data reports to the administration and staff, translating complex data sets into actionable instructional goals.
 - c. Grouping Strategy: Assist grade-level teams in using data to create flexible grouping arrangements for intervention and enrichment blocks.
 - d. Program Evaluation: In collaboration with the Teaching, Learning, and Equity Department, Regularly evaluate the effectiveness of the intervention curriculum and software, recommending changes to administration when necessary. This includes supporting professional development planning, scope and sequence reviews, and instructional materials reviews.
4. Professional Development
 - a. Facilitation: Design and lead professional learning (PL) opportunities for staff regarding math first best instructional practices, new curriculum implementation, and data literacy.
 - b. Continuous Learning: Stay current with the latest research in mathematics pedagogy, specifically regarding dyscalculia, special education modifications, and intervention best practices. Continuous understanding of evidence-based knowledge in math instruction, MLSS, and continuous improvement is essential.

Knowledge, Skills and Abilities

1. Ability to plan, deliver and monitor math interventions
2. Ability to build and maintain positive relationships with all stakeholders
3. Strong written and verbal communication skills, including record keeping

Working Conditions

1. Indoor office environment with continuous contact with staff, students, and the public.

Physical Requirements

1. Mobility to visit classrooms and attend meetings.
2. Ability to remain stationary for extended periods.
3. Proficiency in operating office technology.
4. Effective verbal and written communication skills.
5. Observation and feedback provision in classroom settings.

Education and Experience

1. Minimum of 5 years of successful classroom teaching experience (K-8)
2. Demonstrated experience with MLSS framework
3. Experience and expert ability to interpret assessment data and use it to drive instruction

4. Deep understanding of K-8 math progression and numeracy skill development progression
5. Communicates effectively with adult learners, students and families and develops respectful and confidential relationships

Licenses and Certifications

1. Valid Wisconsin Department of Public Instruction Teaching License in Elementary Education or Mathematics in the assigned grade range.
2. Valid Wisconsin Driver's License

EEO Statement

The MGSD does not discriminate on the basis of age, race, sex or sexual orientation, marital status, handicap, national origin, creed, arrest or conviction record, ancestry, member of military reserve, or any other reason prohibited by state or federal law.

Acknowledgement

By signing this job description, I acknowledge that I have read and understand the duties, qualifications and requirements of the position. My signature further attests that I am able to perform the essential functions of this position with or without a reasonable accommodation. I understand that this job description does not represent a contract of employment and that the Monona Grove School District reserves the right to change duties, responsibilities or activities with or without notice.

Employee Signature

Date Signed

Disclaimer: This position description is subject to change at any time.