



# MCDONELL AREA CATHOLIC SCHOOLS

Est. 1882

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## Interventionist – SNSP

### Position Summary:

The Interventionist – SNSP provides targeted instructional support to students in the Special Needs Scholarship Program (SNSP) and others identified as below grade level. This position is designed to close academic skill gaps, support individualized education plans, and ensure student success through differentiated instruction, progress monitoring, and collaboration with classroom teachers, parents, and public school case managers.

### Reports To:

- Student Support Services Coordinator
- Building Principal (indirectly)

### Key Responsibilities:

1. Provide small-group or 1:1 instructional support in reading, writing, math, and other core areas for students identified with educational disabilities or skill deficits.
2. Design and implement individualized learning plans aligned with each student's ISP (Individual Service Plan).
3. Develop and maintain data collection systems to measure progress on all ISP goals and objectives.
4. Collect, chart, and analyze student performance data to inform instructional decisions and adjust strategies.
5. Collaborate with classroom teachers, parents, and the Student Support Services Coordinator to align support and classroom instruction.
6. Document time and services provided through accurate daily logs and progress notes for SNSP compliance.
7. Prepare and submit quarterly progress reports for parental review and Student Support Services Coordinator approval.
8. Maintain communication and professional collaboration with public school case managers and related service providers.
9. Develop or adapt instructional materials and interventions to meet individual student needs.
10. Communicate student accommodations and instructional strategies with teachers and monitor classroom implementation.

11. Administer formal and informal assessments and assist with benchmark testing and progress probes.
12. Participate in annual ISP meetings, quarterly reviews, and student support team meetings as appropriate.
13. Maintain a structured, welcoming, and faith-filled learning environment that supports academic and spiritual growth.
14. Uphold confidentiality standards and student privacy in accordance with MACS and diocesan policy.
15. Perform other duties as assigned to support the success of students in the SNSP program.

**Qualifications:**

- Post-secondary coursework in education, special education, or related human services field required.
- Wisconsin teaching license required for high school positions; preferred for all others.
- Experience working with students with learning differences or special needs.
- Strong data collection and analysis skills; ability to graph and report progress objectively.
- Familiarity with Google Workspace for Education and educational data tools.
- Ability to administer assessments, document results, and communicate findings clearly.
- Excellent written and verbal communication skills; ability to work collaboratively with parents and colleagues.
- Knowledge of differentiated instruction, multi-tiered systems of support (MTSS), and individualized education planning.
- Commitment to the mission, vision, and Catholic identity of McDonell Area Catholic Schools.

**Competencies:**

- **Instructional Skill:** Delivers clear, effective, and engaging lessons tailored to diverse learning needs.
- **Data-Driven Practice:** Uses evidence and data to guide instruction and measure impact.
- **Collaboration:** Builds strong relationships with teachers, parents, and students to support learning goals.
- **Organization and Accountability:** Maintains accurate documentation and meets program reporting timelines.
- **Empathy and Patience:** Demonstrates compassion and calm in working with students who have academic or behavioral challenges.

- **Professionalism:** Maintains confidentiality, models respect, and upholds MACS values in all interactions.
- **Mission Alignment:** Integrates faith, service, and virtue formation into daily work with students.

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| Interventionist - SNSP signature | Date  |

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