

Position:	Student Support Specialist (SSS) – Elementary/Middle School
Location:	Toledo Campus
Job Type:	Full-Time
FLSA:	TBD
Reports To:	Director of Education
Schedule:	M-F: 9am-3pm
Salary Range:	TBD
Revised:	July 7, 2026

About West Side Montessori

West Side Montessori is dedicated to nurturing the natural curiosity and independence of children through Montessori principles. We provide a prepared environment and a collaborative, supportive school community for families and staff.

Position Overview

The Elementary / Middle School Student Support Specialist (SSS) is a multifaceted role that blends elements of intervention support, behavior management, academic assistance, and social-emotional learning (SEL) within the Montessori framework. This position is not a licensed intervention specialist but is designed to complement classroom instruction by providing targeted supports to students in need, promoting a positive school climate, and collaborating with teachers, families, and other specialists.

Key Responsibilities

Student Assessment and Progress Monitoring

- Conduct observational reviews and formal/informal screenings to identify learning gaps, behavioral patterns, and SEL needs.
- Maintain data on student progress, document interventions, and adjust plans based on responsiveness.
- Participate in data meetings and share actionable insights with teachers and families.

Individual & Small-Group Support

- Provide targeted, evidence-informed strategies during pull-out or in-class support blocks.
- Support executive functioning, study skills, and task organization within a Montessori context.
- Deliver SEL interventions focusing on self-regulation, empathy, responsible decision-making, and positive social interactions.

Behavior Support & Classroom Collaboration

- Support students in developing pro-social behaviors aligned with Montessori values.
- Implement behavior strategies consistent with school-wide expectations, with an emphasis on restorative practices and de-escalation.
- Collaborate with classroom teachers to adapt environments and materials to meet diverse learners' needs.

Academic Support

- Offer targeted academic interventions in foundational skills, literacy, numeracy, and project-based learning activities.
- Adapt instructional materials and routines to align with Montessori pedagogy while addressing identified gaps.
- Assist with progress tracking and documentation of accommodations or modifications.

Family and Community Engagement

- Maintain open, culturally responsive communication with families about student progress and supports.
- Coordinate with families to reinforce strategies at home and in community settings.
- Build partnerships with community organizations to expand resources for students and families.

Professional Practice & Compliance

- Maintain confidentiality and adhere to school policies and applicable laws regarding student records and privacy.
- Engage in ongoing professional development related to evidence-based interventions, Montessori pedagogy, behavior support, inclusive practices and social emotional learning (SEL).
- Contribute to school improvement initiatives and accreditation standards as needed.

Qualifications

- Bachelor's degree in Education, Psychology, Special Education, Social Work, or a related field.
- Relevant certifications or training in SEL, behavior support, or MTSS/RTI frameworks preferred.
- Prior experience supporting students with diverse learning needs in an educational setting.
- Demonstrated ability to implement small-group or individualized supports.
- Experience collaborating with teachers, families, and multidisciplinary teams.
- Strong observation, assessment, and data-tracking abilities.
- Excellent communication and relationship-building skills with students, families, and staff.
- Culturally responsive practices and commitment to equity and inclusion.
- Crisis de-escalation, restorative practices, and conflict resolution capabilities.
- Flexibility, organization, and the ability to balance competing priorities.
- Understanding of age-appropriate SEL concepts and evidence-based interventions.
- Basic knowledge of common academic supports (reading, writing, math foundations).

Equal Opportunity Employer

West Side Montessori is an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, sex, national origin, age, disability, or any other protected status in accordance with applicable law.

How to Apply:

Please email your resume to JMorris@MontessoriToledo.Org