

Job Description



As well as the responsibilities set out below there may on occasion be reasonable requests for other duties not listed. These will always be within the scope of your role and capability.

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|--|-------------------------|---------------------|---------------------|--------------|----|
| Job Title | Assistant Head of Maths | Location | Mangotsfield School | Hours | FT |
| Reports to | Head of Maths | Line Manages | Maths department | Grade | |
| Qualifications: QTS & degree in Maths or relevant subject | | | | | |
| Role Profile | | | | | |
| To support your Head of Maths with leading on monitoring and evaluating the work of the subject area, including the quality of curriculum, teaching and learning, assessment, homework and student attainment; and enabling all departmental staff in their teaching so as to ensure standards are met. This role will also involve creating initiatives for the department which enable and develop both staff and the curriculum. | | | | | |
| Person Specification | | | | | |
| You will be dynamic and an innovator who can make things happen in their department and across the school and wider trust. You will be personable and see the value in working collaboratively with your peers across the school and trust. You will be able to build effective relationships with peers and will be someone who your team can look to for support and guidance. | | | | | |
| Responsibilities | | | | | |
| <ul style="list-style-type: none"> • Teaching • To participate in the lead of curriculum development within the subject area so as to lead on the development of appropriate syllabi, resources, marking, assessment and teaching strategies. • Act as coach and mentor for others with the ability to role model good practice and behaviours • Enable self and team with understanding of any relevant national changes to ways of working, including curriculum and implement any necessary changes. • To ensure that there are appropriate systems for identifying student underperformance and that teachers undertake timely interventions to correct student under performance. • To ensure that staff within the subject manage student behaviour effectively and appropriately according to the policies and procedures of CSET/ the school. • To support the appraisal process for the department | | | | | |

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- To monitor and track standards of teaching and learning & make well reasoned recommendations where required.
- Ensure the maintenance of an effective Parental Partnership and partner schools, Higher Education, Industry, Examination Boards, Awarding Bodies and other relevant external bodies
- Ensure that staff wellbeing and engagement are monitored and provide support when required
- To support all staff in achieving the priorities and targets for the subject and to provide advice and guidance as appropriate.
- To inspire, motivate and influence students to achieve their potential, with focus upon intervention for disadvantaged pupils