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 **ASSISTANT PRINCIPAL: MATHEMATICS LEAD**

**GRADE**: Leadership Scale 11-15

**RESPONSIBLE TO**: The Principal

**RESPONSIBLE FOR:** All aspects of mathematics at CHS; leadership and management, curriculum design, implementation and outcomes.

**Start Date: September 2022**

**We are looking for an ambitious and enthusiastic leader to join our senior leadership team at Carnforth High School. You will be an outstanding teacher and leader of Mathematics with a proven track record of driving standards upwards within Mathematics, and with experience of whole-school leadership.**

**Job Description**

*The responsibilities outlined in this job description are in addition to the duties required of all teachers under Pay and Conditions of Service legislation and in addition to the generic job description for a teacher at Carnforth High School. This job description is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment after consultation with the postholder.*

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| **Collegiate responsibility- All SLT** |
| * To ensure all aspects of Carnforth High School are outstanding and meet the needs of all learners
* To ensure leadership and management are outstanding and surmount all barriers to progress
* To surmount all barriers to achievement through outstanding support of all learners
* To secure outstanding educational experiences which meet the needs of all learners
* To surmount all barriers to outstanding teaching and learning for staff and students
* To surmount all barriers to outstanding achievement through managing the physical and personal resources of the school
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| **Leadership**  |
| * To lead the mathematics department
* To maintain high visibility and personal credibility at all times
* To set the culture by consistently upholding the vision, values and policies of the school
* To consistently challenge and support all learners to enable them to make progress
* To take strategic responsibility in key areas
* To represent the school in the community and beyond
* To lead by example and consistently deliver outstanding lessons with learners making good or better progress.
* To find the balance of challenge and support so that all staff can make progress
* To develop leadership in others
* To model collegiate leadership, engaging in robust dialogue with other colleagues in private and speak with one voice in public
* To commit to become an expert in your field through CPD and research
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| **Management**  |
| * To manage the mathematics department
* To hold teaching and leadership staff to account
* To secure an outstanding quality of education through whole school quality assurance activity and performance management
* To take part in attendance management, management investigation, capability proceedings and other staff management procedures as appropriate
* To secure high quality record keeping in your area of expertise which will withstand external scrutiny
* To manage the behaviour and learning of students through forming high quality relationships, taking part in readmissions, attendance panels and safeguarding issues as appropriate
* To manage the good order of the school through the on-call system and continuous scrutiny of health and safety matters
* To address behaviour management with specific staff where there is underachievement
* Monitor health and safety within your areas of responsibility and ensure they adhere to the school’s Health and Safety Policy
* Be responsible for the management of allocated resources to ensure they are maintained to a high standard
* To engage with parents, professionals and other stakeholders
* To manage a duty team
* To deliver high quality assemblies
* To be responsive to the needs of the school by taking other leadership and management duties as necessary.
* To work closely as a team with other senior leaders.
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| **Specific to this role** |
| * Raise standards and outcomes in Mathematics across the school
* Develop Mathematics curriculum and assessment resources to support effective teaching
* Communicate key messages to Leaders of Mathematics, Principals and Trust Chief Executives
* Consistently demonstrate a high standard of Mathematics teaching within Carnforth High school.
* Leading by example, showing what outstanding looks like on a daily basis
* Deployment of Specialist Leaders of Education within Mathematics to support you in improving standards and outcomes in Mathematics in all areas.
* Developing the delivery of outstanding Mathematics curriculum and teaching.
* Providing challenge for colleagues to drive up standards in all areas.
* Developing effective Numeracy programmes and intervention at Carnforth High School
* Build an external network that can really help and support our school within Mathematics.
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| Personal attributes required (based on job description): |
| Attributes | How measured,e.g. applicationform (A), interview (I) |
| Qualifications |
| * QTS
 | A |
| Experience |
| * Have extensive experience of teaching Mathematics in KS3 and KS4
* Have experience and credibility in leading others,

including experience of coaching teachers toimprove in Mathematics.* Have proven experience of identifying and

implementing effective strategies for improving Mathematics outcomes in schools at KS3 and KS4. | AAA |
| Skills, Ability, Knowledge |
| * Have outstanding Mathematics subject knowledge and be able to demonstrate their passion and

enthusiasm for communicating this to others.* Have an up-to-date knowledge of the Mathematics

curriculum and assessment requirements, and bekeen to contribute to current curriculumdevelopment.* Have outstanding communication skills, with the

ability to leverage influence with all levels of theorganisation and be able to work effectively with ateam of subject leaders.* Have an ability to combine rigour and high

expectations with personal tact and discretion.* Understand and respect the importance of diverse

cultures and faiths within the schools, with acommitment to equal opportunities.* The ability to form and maintain appropriate

relationships and boundaries with young peopleand colleagues.* Be able to build relationships quickly with teachers, middle leaders, SLT and support staff..
* Be able to demonstrate resilience, motivation and

commitment to driving up standards ofachievement.* Have the IT competence necessary to fulfil all

duties within the role. | IA/IA/IAA/IA/IA/IA/IA |
| Personal Qualities |
| * Be excited to share their knowledge and expertise

within Carnforth High School and with partners across the Trust.* Be aligned with all Bay Learning Trust values.
* Be committed to ensuring that all children in our

schools receive an excellent education in a safe and stimulating environment. | IA/II |