



Brighter Futures Learning Partnership Trust

APPLICATION INFORMATION

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Job Description

JOB TITLE: Associate Assistant Headteacher with a specialism in Maths based at Hungerhill school for the Brighter Futures Learning Partnership Trust

BAND: L6 – 9 (Dependant on experience)

RESPONSIBLE TO: Assistant Headteacher/Headteacher

Main Duties and Responsibilities

Knowledge and Understanding

- Be an effective teacher across the full age and ability range, having a secure knowledge and understanding of the concepts and skills in the appropriate specialist subject.
- Have the knowledge and skills to lead a department successfully and to secure positive outcomes for young people of all abilities.

Planning, Teaching and Class Management

- Prepare lessons thoroughly, utilising long and medium-term plans.
- Maintain accurate and up-to-date lesson plans, including homework set.
- Ensure all lessons achieve progression in students' learning, identifying clear targets, setting appropriate tasks and making the best use of time available.
- Be familiar with the SEN Code of Practice and respond to the needs of students of all abilities.
- Make an effective contribution to the development of key skills within the context of the appropriate specialist subject, including literacy, numeracy and ICT.
- Set high expectations for students' behaviour and to establish and maintain good standards of discipline.

Monitoring, Assessment, Recording and Reporting

- Assess students' progress in a systematic way, marking work thoroughly, promptly and accurately in line with the school's marking policy.

- Use the results of assessments to set targets for students to improve further.
- Keep accurate and up-to-date records of student progress and achievement.
- Report student progress to parents according to statutory and school requirements.

Other Professional Requirements

- Implement all school and department policies.
- Ensure that the school's Child Protection and Safeguarding policies and procedures are promoted within the school and adhered to by all members of staff
- Work with the appropriate line manager in participating in the school's appraisal system, including setting targets for professional development.
- Attend all necessary meetings within the total directed time contained in the current 'School Teachers' Pay and Conditions Document'.
- Foster effective working relationships with professional colleagues.
- Undertake supervision duties as required before and after school and at break-times within the total directed time contained in the current 'School Teachers' Pay and Conditions Document'.
- Perform all administrative duties as may be reasonably required to fulfil the responsibilities outlined above.
- Set a good example to students through appropriate professional conduct and presentation.

Core Purpose of the Role

- To work with the department to increase standards and achievement in Mathematics across Hungerhill.
- Work in partnership with the CEO, Head Teacher and Principal of Doncaster UTC to provide vision, leadership and direction, ensuring all relevant standards of conduct are met by students and staff

As an Extended leader within Maths you will work principally at Hungerhill School and as part of this role you will:

- Inspire, develop, innovate and invigorate the teaching of Maths.
- Promote the awe and wonder of Maths through encouraging risk taking, challenge and problem solving.
- Translate the vision and values into every-day work and practice.
- Monitor rigorously the progress of students across Hungerhill School and establish intervention strategies as required.
- Support the Trust Director to ensure that subject staff understand and make effective use of data to track student performance in order to raise their attainment.
- Support department self-evaluation by ensuring the quality of teaching, learning and student progress is monitored accurately.
- Challenge the under-performance of staff and develop strategies to support improvement.
- Devise and deliver staff training and development.
- Assist in the line-managing of the Maths departments at Hungerhill.
- Work collaboratively to revise and develop the Maths curriculum across Hungerhill.
- Review, revise and develop assessment procedures within Maths in line with the MAT assessment policy.
- Work with Maths teachers in their classrooms using live coaching and modelling, to ensure students demonstrate improvements in relation to prior and expected attainment.
- Share good practice through demonstration lessons.
- Undertake joint classroom observations/learning walks to assist the process of achieving improvements in teaching across the department.
- Develop coaching models to encourage the sharing of good practice and joint curriculum planning across the MAT.
- Work with Maths leaders/TLR holders to develop all aspects of Maths pedagogy, based on self-evaluation and external judgements.
- Use data to analyse and evaluate both school performance in Maths.
- Work alongside the leadership teams to create and monitor action plans for school improvements across the school.
- Contribute to each schools' quality assurance of the Maths department.
- Disseminate strategies and innovative working practices, resulting from research and current Mathematic working practices.
- Undertake a teaching commitment commensurate with the level of the post.

To work with senior staff leading on the key priorities within the MAT. To undertake any other reasonable duties related to the post as requested by the Heateacher/CEO.

Person Specification

Qualities

Qualifications and general experience

Skills or experience

- **UK Qualified Teacher Status**
- Experience of successful leadership of a Maths department
- Minimum of five years' teaching experience in at least one mainstream secondary school
- Experience of teaching at KS3 and KS4
- Accountability for learning outcomes of a significant group/ number of students
- Honours degree from a recognised university
- Evidence of and a commitment to recent relevant professional development
- A relevant postgraduate qualification

Evidence

- Letter
- Application form
- Interview
- Reference

Teaching and Learning

- **An outstanding classroom practitioner, with a track record of validated outcomes**
- **Use of data and performance management for benchmarking and setting targets for improvement**
- The development of a personalised learning culture
- Use of new technologies in learning and teaching as well as management and administration

Evidence

- Letter
- Application form
- Interview
- Reference

Leadership experience

- **Recent experience leading a team of staff**
- Establishing and using self-review systems as a tool for school improvement
- **Using data effectively**

- Proven impact in raising standards across a Maths department
- Use of data systems

Evidence

- Letter
- Application form
- Interview
- Reference

A sense of moral purpose based on the school's values

- **The ability to contribute to a shared strategic vision for the school/college**
- A commitment to an inclusive style of management
- Using collaboration to translate a shared vision into practice
- **The ability to apply a range of skills to diffuse and de-escalate conflict**
- **A commitment to the Trust's inclusive approach**

Evidence

- Letter
- Application form
- Interview
- Reference

Ambition

- Show initiative
- Taken direct responsibility for a project which has led to school improvement
- Assume additional responsibilities

Evidence

- Letter
- Application form
- Interview
- Reference

Excellent interpersonal skills

- **Genuine concern for others**
- **Decisive, determined and self-confident**
- **Integrity, trusted, honest and open**
- **Accessible and approachable**
- Clarifies boundaries, keeps others informed and involves others in decision
- Encourages critical and strategic thinking

- Intellectual versatility
- Excellent attendance and punctuality

Evidence

- Letter
- Application form
- Interview
- Reference

**Work/Life
balance**

- **A positive attitude and commitment**
- **A sense of humour**

Evidence

- Letter
- Application form
- Interview
- Reference

Any other duties as reasonably required by a member of the Senior Management Team

Hungerhill School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post including checks with the Disclosure and Baring Service. Hungerhill School is an equal opportunities employer.



How to Apply

Thank you for considering joining our trust. If you feel you are the person we are looking for, please complete a Brighter Futures Learning Partnership Trust application form (**CVs will not be accepted for this post**) and add a concise letter of no more than two sides of A4 addressing the following:

- why you are applying for this position
- how your experience to date will enable you to successfully take on the role.

Closing date for applications is 9am 14 April 2025

Interviews will be held W/C 21 April 2025

***Please note that if you have not been contacted by 4pm 15 April, you have not been shortlisted for interview.**

Good luck with your application



in collaboration with
HUNGERHILL
POST 16

