



# Ark Elvin Academy

## **Job Description: Head of Maths**

**Reports to:** Vice Principal

### **The Role**

Reporting to the Vice Principal, the Head of Department is responsible for developing and leading an exciting curriculum which enables the highest level of pupil progress and attainment. The role involves managing the professional community of Maths teachers to ensure high attainment and to develop a love of learning in all pupils. The Head of Maths will be a member of a strong middle leadership team, making a significant contribution to the quality of learning and teaching across the academy, supporting our school improvement.

### **Key responsibilities**

The full remit of the post will be negotiated dependent on the skills and experience of the candidate appointed. Specific responsibilities are subject to change.

The Subject Leader will take responsibility for the following specific roles within their wider role as a middle leader of the school:

- Coordinate Maths across the academy
- Lead the professional community of Maths teachers
- Plan, resource and teach Maths lessons and sequences of lessons to the highest standard that ensure real learning takes place and pupils make excellent progress
- Provide a nurturing classroom and academy environment that helps pupils to develop as learners
- Implement our whole school routines and expectations to maintain strong discipline across the whole academy
- Contribute to the effective working of the academy

### **Academy Culture**

- To support the academy's values and ethos by contributing to the development and implementation of policies, practices and procedures
- To help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
- To help develop a school/department culture and ethos that is utterly committed to achievement and good discipline
- To be alert and active on issues relating to pupil welfare and child protection

- To support and work in collaboration with colleagues and other professionals in and beyond the school, covering lessons and providing other support as required.

### **Other**

- To undertake , and when required, deliver or be part of the appraisal system and relevant training and professional development
- To undertake, within reason, other various responsibilities as directed by the Head of Department or Principal.

## **Person Specification: Head of Maths**

### **Qualification Criteria**

- Qualified to at least degree level in Maths
- Qualified to teach and work in the UK

### **Experience**

- Evidence of being an outstanding teacher of the subject.

### **Knowledge**

- Up to date knowledge in the curriculum area
- An understanding of what an outstanding education looks like in the classroom
- An understanding of the strategies needed to establish consistently high expectations

### **Behaviours**

#### **Leadership**

- Effective team worker
- High expectations for accountability and consistency
- Vision aligned with Ark's high aspirations, high expectations of self and others
- Genuine passion and a belief in the potential of every pupil
- Motivation to continually improve standards and achieve excellence
- Effective listening skills that lead to a strong understanding of others
- Commitment to the safeguarding and welfare of all pupils

#### **Teaching and Learning**

- Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice
- Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
- Thinks strategically about classroom practice and tailoring lessons to pupils' needs
- Understands and interprets complex pupil data to drive lesson planning and pupil attainment
- Good communication, planning and organisational skills
- Demonstrates resilience, motivation and commitment to driving up standards of achievement
- Acts as a role model to staff and pupils
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice

## **Other**

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils
- Willingness to undertake training
- This post is subject to an enhanced Disclosure & Barring Service check