

# JOB DESCRIPTION AND PERSON SPECIFICATION

<b>Job Title</b>	Lead Practitioner of Maths	<b>Location</b>	The Hart School, Rugeley, Staffordshire
<b>Salary</b>	Lead Practitioner Range: L3 to L7	<b>Hours</b>	
<b>Department</b>	Maths	<b>Reports To</b>	Director of Faculty / SLT Link

## JOB PURPOSE:

You will play a leading and highly visible role in the improvement of teaching and learning of all students, ensuring the highest standards of teaching, learning and achievement and leading in the monitoring, evaluation and review of standards and provision in the subject area.

## KEY RESPONSIBILITIES AND DUTIES:

### Overall Responsibilities

- A Lead Practitioner will be highly effective evidence informed and creative teacher. They will skilfully support colleagues in their department in relation to curriculum design, development, and implementation. They will also be responsible for leading professional learning within their department/faculty as well as leading a whole school area related to training and development. They will possess a deep understanding of pedagogy.

### Main Duties & Responsibilities

- To role model high standards of teaching.
- To lead improvements in the quality of maths teaching.
- To stay abreast of the latest developments in subject pedagogy and use this to drive improvements in maths teaching.
- Work 1-1 supporting colleagues to ensure highquality teaching.
- To contribute to CPD across the school as requested by other leaders.
- To collaborate with external partners and to network across the CET Trust to seek out best practice and secure ongoing high standards of teaching.
- To support the Director of Faculty in effective curriculum design.
- To contribute to the appraisal of maths staff.
- To support the Director of Faculty in effectively monitoring the quality of teaching.
- To support the Director of Faculty in the Faculty self-evaluation process.
- To support the Director of Faculty in the smooth running of the Faculty.
- To teach maths at KS3, KS4 and KS5.
- To contribute to other areas of the curriculum as and when necessary.
- To provide cover for the lessons of other teachers as and when required, whilst maintaining teachers PP allocation.
- To take part in extra-curricular activities.
- To be responsible for a tutor group.
- To be a part of a duty team and undertake the responsibilities desired.

### Teaching & Learning

- To adhere to Teaching Standards
- To maintain behaviour for learning in accordance with the Academy's procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.

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- To contribute to the development of schemes of work, assessments, resources and displays.
- To keep up to date with marking, assessments and data entry.
- To keep an accurate teaching record.

## Curriculum Development

- To contribute to the team responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and/or preservation.
- Contribute to whole school's development activities

## Standards & Quality Assurance

- To uphold department, school and Trust procedures, policies and plans.
- To represent the department in cross-curricular working parties.
- To attend Department, Year Team meetings and events to fully support the department, the school and the Multi-Academy Trust.
- To attend relevant INSET courses and meetings within the Trust and with outside agencies.
- To take a professional approach to all aspects of the work.
- Respect confidentiality: all confidential information should not be released to unauthorised persons.

## Staff Development

- To take part in the Academy's staff development programme by participating in arrangements for further training and professional development
- To continue personal development in relevant areas including subject knowledge and teaching methods
- To ensure effective and efficient deployment of classroom support
- To contribute to the delivery of relevant training programmes
- To work as a member of the department team to contribute to positive effective working relationships within the Creative Education Trust.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post. The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Principal.

JOB REQUIREMENTS:		
	Essential	Desirable
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• A good honours degree or equivalent professional experience in the relevant subject.</li> <li>• Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of engagement in further professional development.</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Experience of teaching the subject at Key Stage 3 and Key Stage 4</li> <li>• Ability to use ICT as a teaching and learning tool</li> </ul>	<ul style="list-style-type: none"> <li>• A Level Teaching</li> <li>• Further qualifications</li> <li>• Experience of successfully leading others</li> </ul>

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	<ul style="list-style-type: none"> <li>Knowledge of functional skills</li> <li>Mentoring and/or coaching</li> <li>Expert teacher and subject knowledge</li> <li>An understanding of great teaching and the ability to support others to improve.</li> </ul>	<ul style="list-style-type: none"> <li>Commitment to organise and participate in extracurricular activities.</li> </ul>
<b>SKILLS AND PERSONAL ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>Ability to lead effective CPD sessions for groups of colleagues.</li> <li>Ability to develop, implement and evaluate effective improvement plans for individual teachers and teams of teachers</li> <li>Ability to inspire, motivate and influence others</li> <li>Ability to use student level data to raise standards.</li> <li>Ability to work under pressure and prioritise effectively.</li> <li>Excellent verbal and written communication skills</li> <li>Love of learning and care of students</li> <li>Capacity to meet deadlines</li> <li>Appetite for change and innovation</li> <li>Ability to build effective working relationships</li> <li>Sense of humour and proportion</li> <li>Good ICT skills.</li> </ul>	
<b>EQUAL OPPORTUNITIES</b>	A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity	
<b>SAFEGUARDING</b>	<p>A thorough understanding of up-to-date safeguarding requirements and best practice</p> <p>A commitment to safeguarding and promoting the welfare of children and young people.</p>	
<b>OTHER REQUIREMENTS</b>	<p>High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom.</p> <p>A commitment to the schools vision, values, aims and objectives</p>	

**Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.**