**Impington Village College**

**Job Description**

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| **Post Holder:** |  |
| **Post Title:** | Lead Practitioner: Maths |
| **Post Purpose:** | Under the reasonable direction of the Principal, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD)  Specific areas of responsibility:  Responsible for use of assessment, progress, curriculum and at an agreed Key Stages in Maths  Contribution to whole College quality assurance and professional development.  Member of the Leadership Forum  To share in the responsibility for the quality of teaching, quality assurance and the professional development and mentoring of teachers in the Faculty.  To provide leadership of quality of teaching and learning in the Faculty that secures outstanding achievement.  To aid in the evaluation and review of the quality of teaching and learning in the Faculty and to secure necessary improvements for the quality of teaching through coaching and/or mentoring.  To aid in the development of high-quality materials for teaching, which offer exemplar material to other teachers within the Faculty, including ICT materials.  To participate in other departments or whole-school school improvement activity as directed by the Vice Principal or Senior Leadership Team of the College.  To be deployed, as directed by the Senior Leadership Team, to support the development of other members of staff outside of the Faculty.  To be responsible for safeguarding and promoting the welfare of students and to ensure that teaching and learning takes place in a safe environment. |
| **Reporting to:** | Vice Principal |
| **Working Time:** | As determined by Lead Practitioner Scale (similar to Leadership P&C) |
| **Salary/Grade:** | Lead Practitioner Leadership L3-L7 |
| **Place of Work:** | Your principal place of work will be Impington Village College. |

## Teaching

* To undertake an appropriate programme of teaching and to develop teaching practice and expertise in accordance with Teachers’ Standards and The Impington Experience
* To deliver relevant intervention programmes for students and produce course booklets and revision materials

## Student Progress

* To play a leading role in monitoring and evaluating the performance of students in the Faculty, including oversight of interventions
* To liaise with the Head of House to ensure students make excellent progress
* To communicate as appropriate with the parents of students and with persons or bodies outside the College, concerned with the welfare of individual students, after consultation with the appropriate staff
* To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved
* To apply the Behaviour Policy so that effective learning can take place
* To contribute to PD, citizenship, careers-related learning and enterprise according to the College policy
* To be a Lead Tutor to an assigned group of students and be responsible for students’ attendance, behaviour and progress

## Curriculum

* To liaise with line manager to ensure the delivery of an appropriate, personalised, comprehensive, high quality and cost-effective curriculum programme within designated subject areas with the Faculty, which complements the College Development Plan and College/Faculty Self-Evaluation.
* To explore, shape and lead new curriculum developments within designated subject areas, reflecting national developments, disseminating across the team, aiming to secure the best possible outcomes for all students

## Leadership/Management

* To lead, manage and support teachers and other relevant colleagues to deliver the aims, objectives and strategic plans of the Faculty and the College
* To be accountable for the quality of teaching and learning and to secure improvements where necessary to ensure all teaching meets the Impington Experience, utilising CPD where appropriate
* To lead, support and model the development of ‘great’ teaching & learning within designated subject areas with the Faculty supporting any teacher experiencing difficulties or any teacher not typically delivering ‘The Impington Experience’
* To work with the appropriate SLT member in order to ensure that the Faculty’s teaching commitments are effectively and efficiently time-tabled and roomed
* To disseminate materials and advise on practice, research and continuing professional development provision
* To coach, mentor and induct teachers, including trainees and NQTs
* To play a leading role in the development of a vibrant extra-curricular programme including the delivery of iCAS
* To be responsible for ensuring that staff development needs are identified and that appropriate programmes are designed to meet such needs
* To ensure that the Faculty’s quality assurance procedures meet the requirements of self-evaluation and the College Development Plan

## Additional Duties

* To contribute to the College procedures for lesson observation and self- evaluation
* To continue own professional development as agreed with the Vice Principal and the Principal
* To support the Appraisal Policy and to coordinate CPD for members of the Faculty to enable colleagues to meet appraisal objectives
* To participate in the interview process for teaching posts when required and to ensure effective induction of new staff in line with College procedures
* Promote collaborative partnerships with outside agencies/ other schools
* To communicate effectively with parents and colleagues about the Faculty
* To ensure effective communication/consultation as appropriate with the parents of students
* To promote actively the College’s policies and comply with the College’s Health and Safety Policy

## Trust Ethos

* To play a full part in the life of the Eastern Learning Alliance Trust and College community, to support its distinctive vision and ethos and to encourage staff and students to follow this example.
* To support the Trust in meeting its legal requirements for worship
* To promote actively the Trust’s corporate policies
* To comply with the Trust’s Health and Safety Policy and undertake risk assessments as appropriate

## Safeguarding

* To be aware of safeguarding and promoting the welfare of children and vulnerable adults and to report any concerns in accordance with the Trust’s Safeguarding/Child Protection policies
* To undertake regular safeguarding/child protection/prevent training, adult protection training as required by the Trust.

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| Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. |

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The College will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date below, but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

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| Signed:…………………………………………….. Dated ………………………………..  Post Holder  Name: …………………………………………….. |