**JOB DESCRIPTION**

**POST:** Lead Teacher of Maths

**SALARY SCALE:** Leadership Scale L5-9 (£52,074 - £57,482)

**RESPONSIBLE TO:** Head of Department

**REQUIRED:** Easter 2024 – or earlier if possible

**CLOSING DATE:** 9am Friday 15th December 2023

**INTERVIEWS:** w/c 18th December 2023

**PURPOSE OF THE ROLE:**

The Lead Teacher role is to provide pedagogic leadership as an outstanding classroom practitioner, playing a key part in raising standards through the model of their own excellent teaching and by supporting the professional development of their colleagues. The ultimate aim will be to improve the learning experience and increase the outcomes of students, whatever their ability.

Additionally, from time to time, the Lead Teacher may be expected to promote and develop understanding of high-quality teaching in Maths at other academies within the Trust.

**MAIN DUTIES AND RESPONSIBILITIES:**

* To promote and be committed to the Trust and academy aims and objectives
* To maintain and contribute to the development of strategies in Maths
* To promote and be committed to securing high expectations for learning and the raising of achievement
* To effectively teach national and academy curriculum
* To set appropriate homework
* To mark work, assess, record and report on student progress
* To provide a stimulating learning environment
* To have due regard for maintaining health and safety and security in the area of use
* To contribute to department and academy enrichment programmes
* To assist with the effective operation of subject teams by, individually and with others,
  + Developing schemes of work, resources, teaching and learning strategies
  + Contributing to review, monitoring and evaluation and the development of working practices
  + Participating in working groups and projects
  + Taking part in other professional development activities
* To work with the Maths department to improve attainment, classroom practice and professional development,
  + Leading the Maths team as a model of outstanding teaching
  + Raising student aspirations at all levels
  + Raising attainment across the department through leading improvements in teaching and learning
* To work with other teachers on classroom organisation and teaching methods/providing model lessons,
  + Leading continuing professional development activities
  + Holding workshops on classroom management, differentiation, pace and challenge, co-coaching
  + Matching teaching approaches to student learning styles
  + Demonstrating model lessons
  + Team teaching
  + Developing strategies with colleagues to use with students experiencing difficulties
  + Keeping abreast of the new teaching and learning strategies
* Disseminating best practice based on educational research,
  + Identifying educational research to enhance existing practices
  + Developing action planning based on the needs of the department
* Producing high quality teaching materials,
  + Updating existing and create new schemes of work and supporting their introduction
  + Leading the introduction of new technologies, such as video conferencing, white board technology, the internet and the academy learning platform
  + Sharing good practice with members of staff
* Advising on professional development;
  + Designing and delivering professional development activities
  + Participating in the planning and delivery of focused professional learning days
* Helping teachers experiencing difficulties;
  + Observing and feeding back on the teaching of colleagues experiencing difficulties
  + Providing a structure programme of advice and support
  + Giving constructive criticism
* If required, mentoring Early Career Teachers;
  + Providing a weekly discussion and overseeing personal action planning
* Initial Teacher Training;
  + Providing exemplar lessons for trainee teachers
  + Contributing to the assessment of students’ teaching practice
  + Participating in the training of teachers within teacher training institutions
  + Acting as mentor to trainee teachers
* Intervention;
  + Providing workshops for identified students
  + Providing targeted support for disaffected or more able students
  + Supporting strategies to help particular groups such as underachieving boys
* Data processing and security;
  + To ensure strict confidentiality in all areas of work.
  + To work and process personal and sensitive information in accordance with the Data Protection Act 2018 including the General Data Protection Regulation (GDPR) 2018.
  + To ensure work is conducted in a way that protects the safety and security of information (e.g., strong passwords, reporting breaches, securing paper records, securely disposing of records).
* General;
  + To understand and comply with the statutory guidance regarding safeguarding of children, ensuring the safeguarding and promotion of children’s welfare at all times, reporting any concerns to the Designated Safeguarding Lead immediately.
  + To comply with the Trust and academy’s policies and procedures at all times.
  + To uphold and promote the values of the academy and support students to develop these values and behaviours within themselves. These values include Respect; Resilience; Reflection; Leadership; Motivation; Self-confidence.
  + To remain flexible and be able to travel to other academies within the Trust, as and when required.

**PERSON SPECIFICATION**

**LEAD TEACHER – MATHS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Ess** | **Des** | **MOA** |
| **KNOWLEDGE/QUALIFICATIONS** |  |  |  |
| A good honours degree in Maths | \* |  | A/C |
| A teaching qualification together with qualified teacher status (QTS) | \* |  | A/C |
| Knowledge of teaching, learning and assessment at KS3, KS4 | \* |  | A/I |
| A good understanding of curriculum developments in Maths | \* |  | A/I |
| Understanding of use of data to assess and inform teaching and learning | \* |  | I |
| **EXPERIENCE** |  |  |  |
| Experience of leading, developing and enhancing the teaching practice of other staff |  | \* | A/R |
| An excellent classroom practitioner that can model best practice | \* |  | I/R |
| Relevant management experience |  | \* | A/I |
| Teach intervention groups at KS3 and KS4 | \* |  | A/I |
| **SKILLS** |  |  |  |
| Excellent classroom practitioner | \* |  | A/I/R |
| Good organisational and personal management skills | \* |  | A/I |
| Effective planning and teaching | \* |  | A/I/R |
| Effective behaviour/classroom management | \* |  | A/I/R |
| An ability to demand high standards | \* |  | A/I/R |
| Ability to lead | \* |  | A/I/R |
| Ability to work independently and be a team player | \* |  | A/I/R |
| Ability to develop and support other staff to develop a variety of teaching strategies | \* |  | A/I/R |
| Ability to enthuse and direct students and staff towards raising expectations and levels of achievement | \* |  | A/I/R |
| The ability to meet deadlines | \* |  | A/I |
| Good ICT skills | \* |  | A |
| **BEHAVIOUR AND OTHER RELATED CHARACTERISTICS** |  |  |  |
| Commitment to self and team development | \* |  | A/I |
| Takes the initiative | \* |  | I/R |
| Is self-motivated | \* |  | I/R |
| Work in ways that promote equality of opportunity, participation, diversity, and responsibility and works to support the PREVENT agenda. | \* |  | A/I |
| A commitment to abide by and promote the Academy’s Equal Opportunities, Health and Safety and Child Protection Policies | \* |  | A/I |
| The post holder will require an enhanced DBS | \* |  | C |

Key: A=Application, I=Interview and assessment, R=Reference, C=Certificate

This post is subject to the current conditions of employment for teachers contained in the School Teachers' Pay and Conditions Document.

Postholders will be expected to comply with any reasonable request from a Senior Leader within the academy or the Trust, to undertake work of a similar level that is not specified in the job description. This job description may be subject to change, following consultation between the post holder and the Academy.

*The academy is committed to safeguarding the welfare of its students and the successful applicant will be subject to an enhanced Disclosure and Barring Service certificate and checks of the relevant barred list / prohibition lists.*