



GROWING TOGETHER • POSITIVE ATTITUDE • SUCCESS IN ALL WE DO

Job Description – Maths Subject Leader

Post Holder: TLR2

In addition to the responsibilities of class teacher as set out in the appropriate job description and the school teachers' pay and conditions document the Subject Leader will also undertake the following duties and responsibilities.

Responsible to: The Headteacher

Responsible for: Leading Teaching and Learning in mathematics

Core purpose of the Subject Leader

To provide professional leadership and management for mathematics in order to secure high quality teaching, effective use of resources and improved standards of learning and achievement for all learners.

TEACHING, LEARNING AND STANDARDS

- To provide leadership in mathematics.
- To evaluate the effectiveness of teaching and learning in mathematics and progress towards meeting agreed targets across the school.
- To secure, in collaboration with the Headteacher and senior colleagues, high standards of teaching and learning in mathematics.

LEADERSHIP AND CO-ORDINATION

- To assume the role of 'subject' consultant for colleagues.
- To demonstrate, by practical example if appropriate, effective ways of organising the teaching within mathematics.
- To inform parents/Governors if/when required regarding current thought and practice in mathematics.
- To assist the leadership team in ensuring the highest possible standards and quality of learning in mathematics using the school's Teaching and Learning Policy as one means to achieve this.

SUPPORTING, GUIDING AND MOTIVATING

- To take an active lead in relevant school-based INSET.
- To take on responsibility for informing colleagues of appropriate INSET activities, to take part and/or encourage others when appropriate, in consultation with the school and/or Headteacher.

POLICY AND DIRECTION

- To keep abreast of developments in mathematics.
- To lead colleagues in formulation, review and evaluation of policy, in consultation with the Headteacher and subject team.
- To ensure that policy reflects current national and local initiatives.
- To carry out an annual review of mathematics following guidance issued.
- To establish/maintain a Subject Leader's file

RESOURCING

- To identify needs and to resource, in consultation with colleagues, mathematics within the limits of given budget.
- To requisition, in consultation with the Headteacher, such items necessary to ensure effective learning and teaching of mathematics.
- To be responsible for checking, storing and ensuring appropriate use of related resources.

LIAISON

- To liaise, as/when necessary and reasonable, with other colleagues at Gunthorpe Primary School in mathematics.
- To liaise, as/when necessary and reasonable, with 'linked' secondary schools in mathematics.
- To liaise, as/when necessary and reasonable, with other local primary schools within the Soke Education Trust.