

**North Cornwall Learning Trust**  
**Sir James Smith's School**  
**Job Description**

**Job Title:** Teacher of MATHS  
**Starting date:** September 2023  
**Grade:** NQT / TMS / UPS  
**Hours:** Full time  
**Responsible to:** Subject Leaders  
**Direct Supervisory:** None

**Important Functional Relationships**      Internal: Subject Leaders, Head of Key Stages, Pupil Support team, Headteacher, School Senior Leadership Team, staff, students, Governors.

External: Parents, Carers, External Agencies, staff of partnership schools

**Main Purpose of Job:** Teaching Maths at Key Stage 3 and 4.

**Main Duties and Responsibilities:**

You are to carry out the duties of your post as specified in the current national pay and conditions document. In particular, you will be expected to implement and promote whole school policies and ethos in class and around the school.

**You will:**

- teach your subjects in Key Stages 3-4 as required by the school timetable.
- monitor, mentor and support a tutor group of individuals and maintaining close communication with their parent/carer.
- You are expected to be responsible for your own professional development and to keep a portfolio of evidence of your experiences and achievements.

**Standard Clauses**

- To be aware of and work in accordance with the school's child protection policies and procedures in order to safeguard and promote the welfare of children and to raise any concerns relating to such procedures which may be noted during the course of duty.
- To be aware of and adhere to applicable rules, regulations, legislation and procedures including the school's Equal Opportunities Policy and Code of Conduct, national legislation (including Health and Safety, Data Protection).
- To maintain confidentiality of information acquired in the course of undertaking duties for the school.
- The post holder is responsible for his/her own self-development on a continuous basis.
- To undertake other duties appropriate to the grading of the post as required.

***This job description may be reviewed at the end of any academic year, or earlier if appropriate.***

**North Cornwall Learning Trust**  
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**Person Specification**

**FULL TIME MATHS TEACHER**

Person Specification	Essential	Desirable
<b>Attitudes: The person appointed should:</b> <ul style="list-style-type: none"> <li>Value the education of every student</li> <li>Be committed to raising standards through good teaching</li> <li>Be committed to high quality in all aspects of their work</li> <li>Have a collaborative approach towards their work</li> <li>Adopt a reflective approach toward professional decision making</li> <li>Display an awareness, understanding and commitment to the protection and safeguarding of children and young people</li> </ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	<p>✓</p>
<b>Skills: The person appointed must be able to:</b> <ul style="list-style-type: none"> <li>Plan and organise teaching consistently to achieve at least good progress and high attainment</li> <li>Utilise ICT in delivery of programmes</li> <li>Communicate effectively</li> <li>Work as a member of a team</li> <li>See tasks and plans through to completion</li> </ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	<p>✓</p>
<b>Qualities: The person appointed will have:</b> <ul style="list-style-type: none"> <li>A sound and professional approach towards their work</li> <li>Energy and enthusiasm</li> <li>A desire to facilitate achievement</li> <li>A sense of responsibility for both their students' and their own performance</li> <li>An accessible disposition</li> </ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	
<b>Experience and Qualifications: The person appointed will have:</b> <ul style="list-style-type: none"> <li>Qualified Teacher Status</li> <li>A good honours degree in in mathematics or maths related subject</li> <li>Taken every opportunity to gain teaching experience</li> <li>Subject specialism in secondary mathematics, Science or Design Technology</li> <li>Experience of whole school support for SEND and/or disadvantaged pupils.</li> </ul>	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	<p>✓</p> <p>✓</p>