

## Wilmington Academy - Job Description

**Position:** Second in Charge - Maths  
**Reports to:** Director of Learning (DoL) for Maths  
**Salary:** MPS/UPS + TLR commensurate with experience  
**Basis:** Permanent, full-time

**Purpose of Role:** To support the Director of Learning for Maths in growing and developing the Maths Faculty to an outstanding level.

### Main Duties

- Developing a rigorous KS3 MYP curriculum (Year 7 to Year 9)
- Embed Maths Mastery in conjunction with the MYP curriculum to complement it (Year 7 to Year 9)
- Supporting the development of IBCP Maths courses
- Supporting the development of GCSE Maths
- Delivering consistently good and outstanding lessons, with a focus on outstanding, and supporting others in the department to do the same
- Monitoring the attainment and progress of KS3 pupils in Maths and effectively intervene where progress is below academy expectations
- Developing with the Director of Learning for Maths an engaging and exciting programme of Maths enrichment

### Key Responsibilities

- Share responsibilities with the Director of Learning for Maths for short, medium and long term planning. To contribute to developing systems and structures at a department level that lead to 100% good and outstanding teaching within your department (with a focus on outstanding)
- Tracking, monitoring and accountability for the progress and attainment of students within KS3
- To ensure marking and feedback for students' work is of the highest standard across your classes and in line with the marking guidelines
- Support the induction and mentoring of NQTs, Teach First, and Schools Direct etc into the department Modelling for all subject staff exemplary practice in terms of managing difficult and challenging behaviour from students and establishing a culture of high expectations within your department
- To share responsibility for the design of assessments in line with assessment policy
- Coordination and delivery of designated department enrichments and interventions

### Outcomes and Activities

- Support the line management of staff within the Maths Faculty
- Support and help to monitor the quality of Maths teaching and learning
- Assisting in the professional development of teachers including training, coaching and mentoring as may be appropriate
- Developing strong partnerships and ensuring regular and productive communication with parents Developing others' practice to sustain best possible outcomes for students teaching and learning
- Teach lessons that motivate, inspire and accelerate student progress
- Ensure pupils' progression is adequately monitored and efficiently address gaps in attainment of underachieving students
- Support the Director of Learning for Maths in developing and delivering a variety of department enrichments which develop in students a range of talents and passion for your subject

- Support the Director of Learning for Maths in the development and quality assurance of high-quality syllabuses and schemes of work for all year groups, in line with National Curriculum and academy requirements, that are inspiring for learners and teachers alike
- Contribute to the monitoring and assessment cycle for teaching and learning within the subject
- To ensure the regular setting and consistent completion of high-quality homework and independent learning
- Become an expert in the IB MYP for Maths, contributing in planning and assessment with LAT
- Liaise with all appropriate SEN and pastoral personnel regarding support for student progress
- To build an effective relationship with the LAT Director of Learning for Maths with regards to MYP and Maths Mastery to ensure highly effective implementation and impact

## Notes

The above duties are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The Academy 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.

The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. The job description will be reviewed on an annual basis and, following consultation with you, may be amended to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

The duties may be varied to meet the changing demands of the Academy at the reasonable discretion of the Principal.

This job description does not form part of the contract of employment. It describes the way the postholder is expected and required to perform and complete the particular duties.