



Irlam and Cadishead Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Job Description

Job Title:	Second in Maths
Reporting to:	Head of Maths
Salary:	United Learning PayScale (Competitive with MPS/UPS) Plus TLR ranging from £3,000 - £5,000 depending on experience.
Contract:	Permanent, United Learning Contract
Role Purpose:	Candidates must be able to teach across the ability and age range, supporting the development of Maths to the highest standards for all pupils at Key Stages 3 and 4. To promote and adhere to the Trust's values and be passionate about enabling students to develop a love of Maths.

Line Management

- Line manage main scale Maths teachers.

Main Duties.

- Assume an area of responsibility according to the needs of the department as directed by the Head of Department (Key Stage 3)
- Quality Assure KS3 including reviewing T&L, books and assessments.
- Contribute to improving the high expectations of students in the Maths department.
- Reward students for their hard work throughout the year and increase their love of Maths Language and Literature.
- Support the HOD to establish short, medium, and long-term plans for the development and resourcing of Maths through thorough an honest self-evaluation.
- Support the HOD to monitor the progress made in achieving subject plans and targets and evaluate the effects of teaching and learning.
- Contribute to department time by delivering high-quality CPD around KS3, including curriculum, assessment and T&L.
- Contribute to inspiring, developing, innovating, and invigorating the teaching of Maths at Irlam and Cadishead Academy.
- Support the HOD so that all teaching of Maths is differentiated to meet the needs of all students.
- Support the HOD to monitor the progress of students and establish intervention strategies as required, specifically at KS3.
- Support the HOD to quality assure and develop the teaching and learning of Maths across the Academy.
- With the HOD, revise and develop the Maths curriculum across the Academy.
- Support the HOD to review, revise and develop assessment procedures within Maths.
- Lead by example and provide motivation for the whole team.
- Undertake a teaching commitment commensurate with the level of the post.
- Contribute to an aspirational culture at all levels of excellence and equality that delivers and promotes high expectations and aspirations for all students.
- Create and maintain an agenda of aspiration and achievement for the Academy, working with the HOD and Maths staff to do so.
- Contributing to the process and completion of any self-evaluation processes.
- To develop excellent working relationships with colleagues internally, centrally and externally.
- To uphold the academy policies and procedures at all times.
- To be aware and comply with policies and procedures relating to Safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate personnel.
- Participate in training and other learning activities as required.
- To represent the Academy at events as appropriate.



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Teaching and Learning

- Deliver a curriculum ensuring clarity on intention, implementation, and impact.
- Ensure curriculum coverage, continuity, and progression in the subject for all students, including more able students, students with special educational needs and students with English as an additional language
- Make sure that teachers are clear about the teaching objectives in lessons, understand the sequence of teaching and learning in the subject, and communicate such information to students
- Use instructional coaching and TLAC strategies to drive improvement.
- Provide guidance on the choice of appropriate teaching and learning methods to meet the needs of the subject and of different students
- Ensure effective development of students' literacy, numeracy, and IT skills through the subject
- Establish and implement clear policies and practices for assessing, recording, and reporting on student achievement, and for using this information to recognise achievement, set targets, and secure good progress
- Set expectations and targets for staff and students in relation to standards of student achievement and the quality of teaching
- Evaluate the teaching of the subject in the school, use this analysis to identify effective practice and areas for improvement, and take action to improve further the quality of teaching
- Ensure effective development of students' individual and collaborative study skills
- Work with staff to establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about curriculum, attainment, progress, and targets

Leadership and Management

- Assist in monitoring and evaluating the curriculum area/department in line with agreed academy procedures including evaluation against quality standards and performance criteria.
- Assist with the selection and recruitment of new teaching staff.
- Hold clear-line management PDR meetings and maintain all agendas and minutes.
- Help staff to achieve constructive working relationships with students and parents
- Establish clear expectations and constructive working relationships among staff involved with the subject, including through teamwork and mutual support; devolving responsibilities and delegating tasks, as appropriate
- Sustain your own motivation and, where possible, that of other staff involved in the subject
- Appraise staff as required by the school policy and use the process to develop the personal and professional effectiveness of the appraisee(s)
- Audit training needs of subject staff
- Assist with professional development of subject staff through example and support, and co-ordinate the provision of high-quality professional development by methods such as coaching, drawing on other sources of expertise as necessary, for example, higher education, local authority, subject associations
- Assist in ensuring that trainee and newly qualified teachers are appropriately trained, monitored, supported and assessed
- Enable teachers to achieve expertise in their subject teaching
- Work with the SENCO and any other staff with special educational needs expertise, to make sure that education, health, and care plans are used to set subject-specific targets and match work well to students' needs
- Providing an approachable, authoritative and visible presence in and around the department to provide support for staff, students, parents and the local community.
- Performing other duties determined in discussion with the Principal and Vice Principal.



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General

- To ensure that the vision and ethos of Irlam and Cadishead Academy is understood and valued by all staff and pupils through informed and consistent leadership.
- To lead and support staff and pupils to achieve continued high performance at all levels.
- To develop excellent working relationships with colleagues internally, centrally and externally.
- To be an effective and flexible member of the team, contributing to the successful adherence to Safeguarding Policy.
- To uphold the academy policies and procedures at all times.
- To ensure any documentation produced is to a high standard and is in line with the in-house style.
- Be aware and comply with policies and procedures relating to Safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person.
- Participate in training and other learning activities as required.
- Participate in the academy's Performance Management process.
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate.
- To promote the area of responsibility within the academy and beyond.
- To represent the academy at events as appropriate.
- To support and promote the academy ethos.
- To undertake any other duties and responsibilities as required that are covered by the general scope of the post.

The information contained above is to help staff understand and appreciate the work content of their post and the role they are to play in the organisation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used, in which case all the usual associated duties are included in this job description.



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Person Specification-Second in Maths

Criteria	Essential	Preferred
ATTAINMENTS AND EXPERIENCE		
Qualified Teacher Status	✓	
Good honours degree		✓
Appropriate professional updating	✓	
Appropriate experience of the age range	✓	
Understanding the challenges that exist in areas of multiple deprivation		✓
Ability to share leadership of a large and complex organisation		✓
SHAPING THE FUTURE (knowledge of or commitment and ability to:)		
Think strategically, by building, communicating, and implementing a shared vision of excellence, equity, and high standards for every student		✓
Communicate and model vision and values both within and beyond the school	✓	
Set and achieve ambitious, challenging goals and targets	✓	
Understand and practise educational inclusion so that all have the opportunity to be the best they can be	✓	
LEADING TEACHING AND LEARNING (knowledge of or commitment and ability to:)		
Use appropriate models and principles of effective learning and assessment for learning	✓	
Ensure high standards of behaviour and attendance	✓	
Be strategic in ensuring inclusion, diversity, and access		✓
Use performance data effectively to ascertain areas for improvement	✓	
Implement strategies for developing effective teachers to ensure the entitlement of all students to effective teaching and learning	✓	
Implement strategies for raising achievement and achieving excellence for students, in particular disadvantaged students	✓	
DEVELOPING SELF AND WORKING WITH OTHERS (knowledge of or commitment and ability to:)		
Develop positive interpersonal relationships.	✓	
Promote individual and team development and sustain a learning community that impacts on school improvement	✓	
Share leadership and accountability for goals and standards	✓	
Manage change, conflict, and empower individuals and teams	✓	
Collaborate and network effectively with others within and beyond the school	✓	
Give and receive effective feedback and act to improve personal performance	✓	
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SECURING ACCOUNTABILITY (knowledge of or commitment and ability to:)		
Use a range of evidence, including performance data and external evaluations to improve aspects of school life, including the robust challenging of poor performance	✓	
Apply principles and practice of quality assurance systems, including school review, self-evaluation, and performance management.	✓	
Lead the team effectively and efficiently towards the academic, spiritual, moral, social, emotional, and cultural development of all students	✓	
Hold other relevant staff members to account for student learning outcomes	✓	



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Use a range of evidence, including performance data and external evaluations to improve aspects of school life, including the robust challenging of poor performance	✓	
Apply principles and practice of quality assurance systems, including school review, self-evaluation, and performance management.	✓	
MANAGING THE ORGANISATION		
Apply principles and strategies of school improvement	✓	
Plan and manage projects for implementing change	✓	
Apply good practice in performance management	✓	
Manage equitably staff and resources	✓	
Think creatively to anticipate and solve problems	✓	
Manage the school efficiently and effectively on a day-to-day basis	✓	
SAFEGUARDING CHILDREN: SAFE RECRUITMENT AND SELECTION		
<p>In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:</p> <ul style="list-style-type: none"> • Motivation to work with children and young people. • Ability to form and maintain appropriate relationships and personal boundaries with children and young people. • Emotional resilience in working with challenging behaviours; and attitudes to use of authority and maintaining discipline 	✓	