

## JOB DESCRIPTION

### **Job Title: Teacher of Mathematics**

**Salary: MPS - Full-time**

**Responsible to: Curriculum Leader of Mathematics**

#### **Purpose of the job:**

- To develop, plan and deliver effective and high-quality learning experiences for all students.
- To be accountable for the learning and achievement of all students following the courses they teach.

#### **Maths Department Information**

The maths department at Ormiston Sheffield Community Academy is an experienced, welcoming, dynamic team of dedicated subject specialists. Our departmental staff have excellent working relationships with each other and a history of supporting and working with ITT providers. We strive to ensure that all of students have the mathematical knowledge and skills to access their chosen future destinations by offering a broad, well sequenced curriculum from KS3 to KS5. This is a supportive environment in which to work, and the team are always looking to enhance their skills, creativity and competencies in the teaching and learning of maths.

#### **Key Responsibilities/Activities**

##### **Teaching and learning:**

To provide high quality lessons which:

- Ensure that students acquire new knowledge and skills, develop ideas and increase their understanding.
- Enable students to develop their learning habits of concentration, working productively both independently and collaboratively, and producing work which is well presented.
- Ensure students know the progress they are making and how they need to improve because their work is assessed thoroughly and constructively and used as the negotiated basis for their individual learning plans.

##### **Through:**

- Well planned lessons and modules in which assessment for learning is integrated into the planning process.
- Lessons which are adapted to students' needs with an appropriate level of challenge.
- Well organised and make skilful use of resources, including time, information learning technology and learning assistants.
- Homework which reinforces and extends the learning done in class.
- Consistent and effective behaviour management.

### **Leadership and management:**

- To take responsibility for ensuring they are up to date in terms of their knowledge of the subject(s) they teach, the related pedagogy and the external examination requirements for their subject(s).
- To attend assemblies, register students and carry out pastoral duties during PSHE lessons and form time.
- To attend meetings arranged for staff, with parents and, when appropriate, with outside agencies/providers.
- To supervise and, so far as practicable, teach students whose teacher is not available.
- To assess, record and report on the personal development and academic attainment and achievement of students.
- To ensure that work is always set for classes when absence is foreseeable.

### **Care, welfare, guidance and support:**

As a personal tutor:

- Take the register at registration times.
- Lead a designated assembly according to the rota.
- Be the first point of reference for parents and staff who wish to discuss minor issues regarding students in your tutor group.
- Undertake focus sessions outlined by SLT and Progress Co-ordinators.
- Use data tracking to monitor progress of students in tutor groups.
- Issue necessary behaviour sanctions – late detentions etc.
- Monitor attendance/behaviour reports and refer issues to relevant Children's Service staff.

### **Performance Appraisal and professional development:**

- Participating in the academy's arrangements for appraisal, professional development and the academy's arrangements for quality assurance and internal verification.
- Those new to teaching will also be required to participate in the arrangements for induction, supervision and training for teachers new to the profession.

### **General Responsibilities/Activities:**

As a subject and personal development curriculum teacher to identify and exploit opportunities within their teaching to promote:

- Achievement and the enjoyment of learning, safety and safeguarding, behaviour, adopting healthy life styles, contribution to the wider community, and the development of skills for their future economic well-being.
- Equality of opportunity and the tackling of discrimination.
- Students spiritual, moral, social and cultural development.
- Community cohesion.
- Ensure the requirements of Academy Policy in all matters are observed in the department's own practice and procedures.

**Working Time:**

A teacher employed full-time must:

- Be available to work for 195 days in any school year as specified by the Principal.
- Perform duties specified by the Principal for 1265 hours in any school year.
- In addition to 1265 hours, work such reasonable hours as may be necessary to enable her/him to effectively discharge their professional duties.

**To undertake other duties appropriate to the grade for the post as the Principal may from time to time reasonably determine.**

This position is subject to an enhanced Disclosure and Barring Service Check and suitable references for the successful applicant.

## PERSON SPECIFICATION

<b>Job Ref:</b>	<b>Job Title: Teacher of Mathematics</b>	<b>Grade: MPS</b>
<b>Education and Qualifications</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Good Honours Degree</li> <li>• NQT/Qualified teacher status</li> </ul> <b>Desirable</b> <ul style="list-style-type: none"> <li>• Further qualification in subject area or education</li> </ul>	
<b>Experience</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• Enthusiastic and experienced classroom practitioner</li> <li>• Able to teach mathematics at KS3 and KS4</li> </ul>	
<b>Skills</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• To be adaptable to changing circumstances and new ideas</li> <li>• To have enthusiasm, energy, self-confidence and perseverance</li> <li>• To be able to motivate others, think creatively and imaginatively</li> <li>• To have a secure commitment to the continuing development of mathematics within the academy</li> <li>• To acknowledge and utilise the experience, expertise and contribution of others</li> <li>• To set standards and provide a role model for students and other staff in the teaching and learning of mathematics</li> <li>• To think creatively and imaginatively and be able to identify opportunities</li> <li>• To complete tasks within a specific time frame</li> <li>• To be committed to ensuring that every student is given the opportunity to achieve their potential and meet the high expectations set for them</li> <li>• To take responsibility for their own professional development and to keep up to date with research and developments in both their subject and pedagogy</li> </ul> <b>Desirable</b> <ul style="list-style-type: none"> <li>• To analyse, understand and interpret relevant information and data such as benchmark information</li> </ul>	
<b>Interpersonal Skills</b>	<b>Essential</b> <ul style="list-style-type: none"> <li>• To be able to communicate effectively, orally and in writing with SLT, other staff, students and parents</li> <li>• To use every opportunity to promote mathematics to students, parents and the wider community</li> </ul>	