



## **Mathematics Teacher**

### **JOB DESCRIPTION**

The Teacher of Mathematics shall carry out the professional duties as described in the School Teachers Pay and Conditions document.

The Teacher of Mathematics is directly accountable to the Head of Department, to contribute to the educational success of the department within the overall framework of the Aspirations Academies strategic plan as well as the individual Wykham Park Academy strategic plan. The Teacher is responsible for contributing to the effective day to day operation of the Department, whilst fully supporting the Head of Department and Senior Leaders to ensure an effective educational provision.

**Salary:** MPS, UPS – would suit an NQT (those who are just completing their training are strongly encouraged to apply)

**Accountable to:** Head of Department

### **Terms and conditions of employment:**

The job description should be read in conjunction with the contract of employment that shall set out the key terms and conditions of appointment.

### **Job purpose:**

To support the raising standards of student attainment and achievement within the subject area and to monitor and support student progress.

In doing so the postholder will:

- Promoting the highest possible standards in your classroom
- Planning high quality lessons and teaching sequences to ensure that all lessons enable positive progress for all students
- Developing appropriate schemes of learning
- Developing assessments to gather performance data for every student on a regular basis
- Constantly monitoring the progress of students against their targets through formative and summative assessments and finding ways to close their learning gaps
- Keeping abreast of all curriculum and assessment developments within the subject area you are teaching

### **Duties and responsibilities:**

Main duties and responsibilities are indicated below. Other duties of an appropriate level and nature may also be required, as directed by the line manager.

**Key duties:**

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the curriculum area and subject area.
- To attend all appropriate meetings
- To plan and prepare courses and lessons.
- To teach students according to their educational needs, including the setting and marking of work to be carried out by students in the Academy and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
- To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
- To ensure a high-quality learning experience for students which meets internal and external quality standards - to aim to be an outstanding teacher.
- To maintain discipline in accordance with the Academy's procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework.
- To undertake assessment of students as requested by external examination bodies, subject area and Academy procedures.

**Curriculum Duties:**

- To liaise with the Mathematics Lead to help deliver an appropriate, comprehensive and high-quality curriculum programme that complements the vision of the Academy.
- To keep up-to-date with national developments in the subject area and teaching practice and methodology.

**Student Support Duties:**

- To monitor and support the overall progress and development of students within the Academy, by liaising with staff
- To contribute to and implement the Academy policy on rewards and support.
- To ensure the Behaviour Management system is implemented in the Academy so that effective learning can take place.
- To monitor student behaviour at all times throughout the Academy and to work with duty staff to intervene as necessary.
- To maintain a high profile around the Academy, challenging low expectations.

**Other Duties:**

- To continue personal development as agreed at appraisal
- To engage actively in the performance review process
- To address the appraisal targets set by the line manager each Autumn Term
- To undertake any other duty as specified by School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above
- To play a full part in the life of the academy community, to support its distinctive aim and ethos and to encourage staff and students to follow this example
- To promote actively the academy's corporate policies

- To comply with the academy's health and safety policy and undertake risk assessments as appropriate
- To show a record of excellent attendance and punctuality
- Have regard for the need to safeguard students wellbeing in accordance with statutory provisions

### **Special Conditions of Service**

- Due to the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointed interview.
- As this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to police checks. If candidates are successful in their application, prior to taking up post, they will be required to give written permission to the Department to ascertain details from the Police regarding any convictions against them and, as appropriate the nature of such conviction/s.

### **General:**

- Attend training sessions and meetings as required.
- Work in accordance with data protection regulations.
- Uphold the Trust's policy in respect of child protection and safeguarding matters.

### **Equal Opportunity**

- The post holder will be expected to carry out all duties in the context of and in compliance with the academy's equal opportunities policies.
- This job description will be reviewed at regular intervals and is subject to change as the needs of the academy evolve

## Person Specification:

Assessed at application stage (A) Assessed at interview/task stage (R)

Criteria	Essential	Desirable
<b>Knowledge and Qualifications</b>		
Degree or equivalent	A	
Qualified Teacher Status	A	
<b>Professional Experience</b>		
Successful teaching experience up to and including A Level and level 3 courses.	A,R	
Evidence of team work and supporting colleagues effectively	A,R	
Experience of being involved in raising levels of student attainment.	A,R	
<b>Teaching and Learning</b>		
Knowledge of curriculum developments related to the post	A,R	
Ability to communicate effectively with different audiences, orally and in writing.	A,R	
Ability to use recent developments to inform own and others practice.	A,R	
Ability to use recent developments to inform own and others practice	A,R	
Strong understanding of how children learn and how to raise standards of achievement	A,R	
Ability to interpret and act on a wide range of key data	A,R	
An ability to communicate effectively with different audiences	A,R	

**Dispositions/Attitudes**

A passion for education and commitment to the guiding principles of the Trust

A,R

A commitment to supporting students and the college team as seen through an excellent attendance and punctuality record

A,R

Developing successful relationships with pupils, staff, parents and Governors

A,R

**Knowledge**

Knowledge of child protection and safeguarding

R

Knowledge of the potential barriers to learning

R