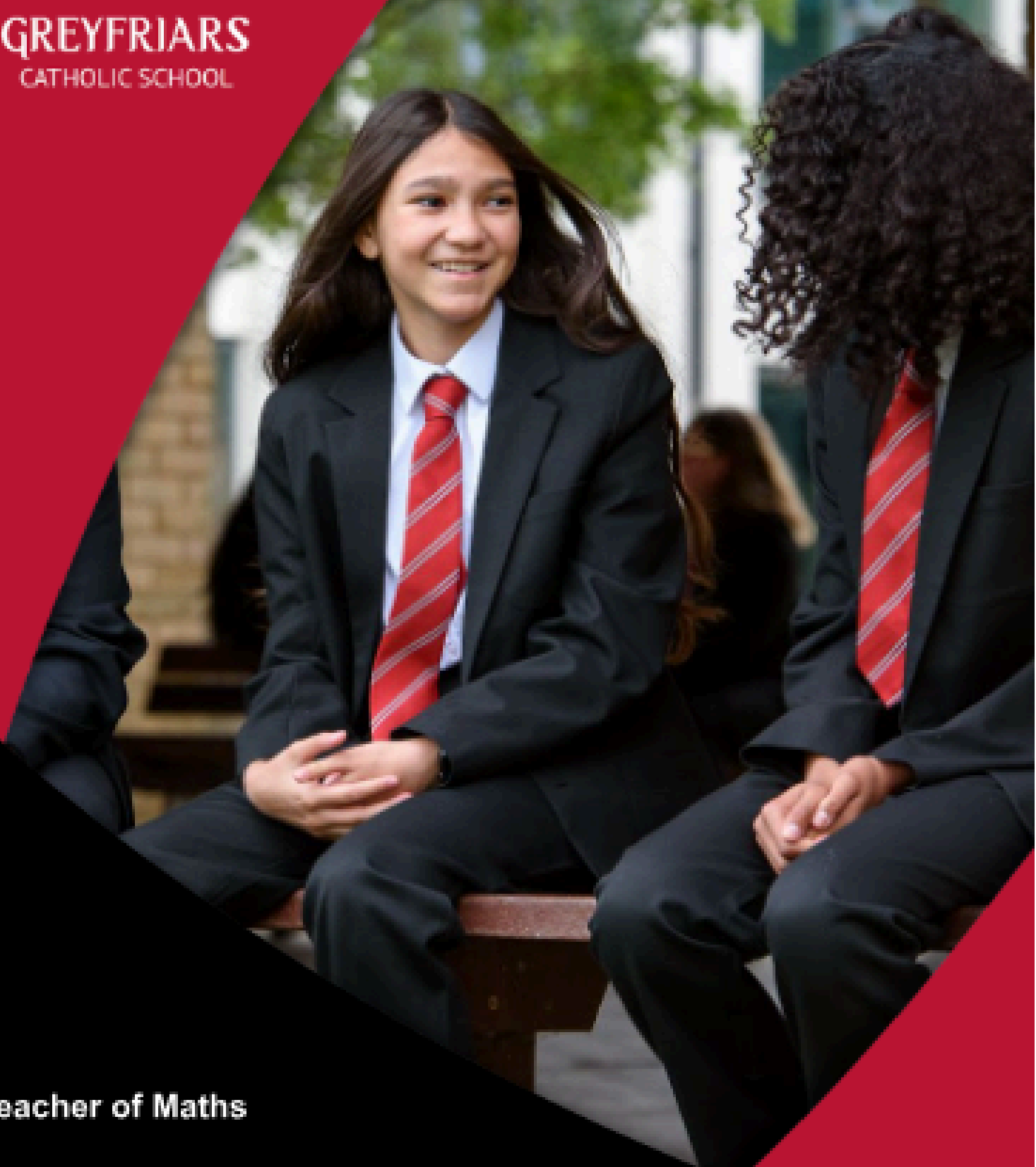


GREYFRIARS
CATHOLIC SCHOOL



Teacher of Maths

Teacher of Maths

Thank you for your interest in the role of Teacher of maths at Greyfriars Catholic School, part of The Pope Francis Multi Academy Company (PFMAC) and Archdiocese of Birmingham.

An exciting opportunity has arisen for an enthusiastic and innovative teacher of maths to join us. We are looking for an inspirational and aspirational individual to join us and contribute to the life chances of the young people in our school community. This is an exciting time for the school: we are on a journey of positive and significant change. This role will allow genuine scope to be part of something ambitious and improve the opportunities and outcomes of students in our school community. Our maths department is a fantastic, high-functioning team and there is real scope for professional development in Greyfriars.



We know that the fundamental knowledge that allows students to be numerate is central to a student's ability to fully engage in society; it moves well beyond their experience in the classroom. It is a role that will be instrumental in supporting students to maximise their potential and achievements in every aspect of school life and life beyond school. There is scope to grow with the school and be dynamic in its development and contribution to the direction of the school.

Our vision at Greyfriars Catholic School is that we are a Catholic School that champions all students so they can flourish individually and collectively. We champion students through teaching them well and holding them to account when they need guidance and support. Championing students means that we have a school where learning is disruption free with the highest expectations and ambition for students. We know that working hard and being kind helps students feel personally and academically successful. We want staff who want students to flourish in all aspects of their education.

Please do not hesitate to contact us to seek further information. I would be happy to show you around our wonderful school or answer any questions you may have.

Yours faithfully

Ms Lyndsey Caldwell

Headteacher

Application Details

We hope you are interested in this exciting opportunity and would like to submit an application.

To apply for the post of Teacher of Maths please -

- Fully complete the application forms, ensuring all details are accurate and all declarations are signed. Please ensure you include details of two professional referees with one being your current employer (with email addresses).

For further information please contact the School Business Manager, Sophie Upellini, s.upellini@gfcs.uk Tel: **01865 749933**

Application submission: by 4pm Friday 25th April

Interview date: proposed 2nd May

Job start: 1st September 2025

As we are a Catholic school, applicants must complete the CES application form in order to be considered for an interview. There is no requirement to be Catholic in order to be successful at an interview. We are committed to equal opportunities.

To comply with the Asylum and Immigration Act 1998 (as amended by S147 of the Nationality and Immigration and Asylum Act 2002) all prospective employees will be required to supply evidence of eligibility to work in the UK.

Greyfriars Catholic School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant for any position will be required to undertake an enhanced disclosure via the DBS (disclosure and barring system) and appropriate Right to Work clearances and our recruitment and selection practice

Overview of Pope Francis MAC

The Pope Francis Catholic Multi Academy Company (PFMAC) is a family of Catholic schools in Oxfordshire, who work together to promote the teaching of Christ and the Catholic faith.

PFMAC comprises nine Catholic primary schools and two Catholic secondary schools and is an integral part of the Catholic Archdiocese of Birmingham ensuring that the Church's educative mission is fulfilled.

We believe each person is a unique creation made in the image of and likeness of God, called by name, with a special vocation and gifts to bring to the world. We seek to develop these talents in each individual by being a beacon for Catholic education in Oxfordshire.

Job Description for Teacher of Maths

Purpose

The prime purpose of this role is to:

- Teach the subject from Key stage 3 – Key stage 5

The general duties and responsibilities of the role are:

- To deliver an appropriately broad, balanced, relevant and differentiated curriculum for students
- To monitor and support the overall progress and development of students as a teacher / form tutor
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential
- To contribute to raising standards of student attainment
- To share and support the school's responsibility to provide and monitor opportunities for personal, academic growth and spiritual growth
- To carry out the statutory secular tasks laid down in the current School Teachers' Pay and Conditions of Service Document in the light of procedures, policies and guidelines adopted by the Governing Body
- To contribute to the Catholic life of the school community

Reporting to: Curriculum Leader

Responsible for: The provision of a full learning experience and support for students

Liaising with:

- Headteacher, Senior Leaders and Middle Leadership
- Teaching/support staff, MAC representatives, external agencies and parents

Salary: TMS/UPS

Disclosure Level: Enhanced

CORE RESPONSIBILITIES

- Support the development of engaging syllabuses (including maths mastery), resources, schemes of work, assessment strategies, and teaching approaches within the Maths department
- Contribute to the Curriculum Development Plan and assist in its implementation
- Plan and prepare lessons that are well-structured and purposeful
- Participate in wider whole-school planning and improvement activities
- Provide guidance on effective teaching strategies to meet the diverse needs of students

Curriculum Provision:

Support the Curriculum Leader(s) and Senior Leadership Team to ensure the Maths curriculum is well-sequenced, ambitious, and aligned with the school's strategic vision.

Curriculum Development:

- Contribute to the ongoing development and refinement of the Maths curriculum to ensure relevance and rigour in line with student needs, exam requirements, and the school's mission
- Ensure curriculum coverage, progression, and coherence for all students, including high-attaining students and those with additional learning or language needs

Teaching

- To teach with conviction, delivering high-quality lessons that meet the diverse educational needs of all students
- Set and assess classwork and homework to support learning both in and beyond the classroom
- Monitor and record student attendance, progress, attainment, and development
- Provide accurate and constructive oral and written feedback to support student progress
- Participate in assessment and reporting procedures, including formal reporting to parents and exam boards
- Ensure that lessons reflect the school's emphasis on literacy, numeracy, ICT, and specialist subject knowledge
- Use varied and stimulating teaching methods tailored to student needs and curriculum demands
- Maintain high standards of behaviour, punctuality, presentation, and academic effort
- Reflect regularly on the effectiveness of teaching and learning, setting targets for improvement
- Prepare, adapt, and update resources and schemes of work
- Establish clear teaching objectives and communicate these effectively to students

Professional Development:

- Actively engage in the school's CPD programme, including further training and skill development
- Keep subject knowledge and pedagogy up to date
- Participate fully in the Performance Management Review process
- Effectively deploy classroom support staff
- Collaborate as part of a team and contribute positively to a collegiate working environment

Quality Assurance:

- Implement school policies for assessment, recording, and reporting, supporting students in setting and achieving learning targets
- Participate in the ongoing monitoring and evaluation of the department's provision, including using performance data to drive improvements
- Reflect on and refine teaching approaches and schemes of work
- Engage in the development and management of curriculum, organisational, and pastoral functions of the school
- Evaluate personal teaching practice to improve outcomes and ensure progress for all students
- Use data about students' prior achievement to inform lesson planning and differentiation

Management Information:

- Maintain accurate and timely records, including registers and progress tracking data
- Contribute to effective student progress monitoring and use assessment data to inform teaching

Communication:

- Communicate effectively and professionally with parents/carers regarding student progress and curriculum content
- Establish strong partnerships with families to support student learning
- Liaise, where appropriate, with external partners and agencies
- Build positive links with the local community, businesses, and industry to enhance learning and students' broader understanding
- Adhere to the school's communication protocols and expectations

Marketing and Liaison:

- Support school events including Open Evenings, Parents' Evenings, Review Days, and transition events with primary or partner schools
- Foster and maintain positive subject links with external organisations and stakeholders

Management of Resources:

- Support the Subject Leader in identifying resource needs and ensuring efficient and effective use of materials
- Cooperate with colleagues to ensure the equitable and purposeful use of shared resources

Pastoral System:

- Lead or organise morning prayer in tutor time, in keeping with the school's Catholic identity
- Serve as a Form Tutor, promoting the personal and academic well-being of students in the tutor group
- Work with Pastoral Leaders to implement the school's pastoral care systems
- Encourage high attendance, engagement, and contribution to school life
- Monitor and support the progress of tutees, maintaining accurate records
- Contribute to action plans, reports, and student support documents
- Identify and communicate concerns about student welfare to the appropriate staff and external bodies when necessary, following school protocols

Catholic Ethos:

- To support the Catholic Ethos of the school
- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example
- To support the school in meeting its legal requirements for worship
- To promote actively the school's corporate policies
- To participate in professional development about the Catholic life of the school
- To comply with the school's Health and Safety policy and undertake risk assessments as appropriate
- To undertake any other duty as specified by the School Teachers' Pay and Conditions Body (STPCB) not mentioned in the above.

Teacher Person Specification

Please use the statement in support of your application as an opportunity to tell us about your strengths, or the elements of your work of which you are most proud, and the ways in which you could contribute to this school.

Qualifications

- Graduate with a good honours degree in Mathematics or a related subject
- Qualified Teacher Status (QTS)
- Strong academic background, including good secondary school qualifications

Personal Qualities

- A genuine passion for Mathematics, with the ability to inspire and engage students
- A resilient work ethic and high expectations of self and others
- Excellent interpersonal skills with the ability to build positive relationships with students and colleagues
- A collaborative team player who contributes proactively to departmental planning and resource development
- Self-motivated, with the ability to take initiative, set clear targets, and meet deadlines
- Generous in spirit, with a willingness to support the wider life of the school, including extra-curricular activities

Faith Commitment

- A caring, compassionate approach that reflects a commitment to the values and ethos of a Catholic school
- Willingness to support the spiritual development of students
- Respect for the Catholic character of the school and a desire to contribute positively to its faith community, with a commitment to our *all faiths, and none* ethos

Knowledge and skills

- Experience of teaching Mathematics at secondary school level, including successful classroom practice
- Evidence of reflective practice and evaluation to improve teaching and learning
- Understanding of a range of assessment strategies and their use in informing planning and progress
- Experience of contributing meaningfully to the development of teaching and learning within a department or school
- Willingness to engage in professional development to improve and extend practice

Experience and training

- Experience of teaching the subject at secondary school level
- Willingness to take part in professional development
- Experience of teaching students at secondary school level
- Evidence of a substantial and/or sustained contribution to teaching and learning
- Experience of effective evaluation of teaching and learning

- A secure understanding of assessment strategies and the use of assessment to inform the next stages

Professional Development

- Evidence of recent and ongoing professional development relevant to teaching and learning
- Willingness to engage fully in CPD opportunities at departmental and whole-school level
- Demonstrable engagement with wider school initiatives or improvement strategies

Skills, Qualities and Abilities

- A firm commitment to the mission, aims, and values of Greyfriars
- Ability to build and maintain strong, respectful relationships with students and colleagues
- Strong organisational skills and the ability to manage competing priorities
- A drive for continuous school improvement and a belief in raising achievement for all students
- High expectations for pupil behaviour, learning, and outcomes
- Positive, confident presence with the ability to lead and inspire groups of students

Commitment to Child Protection and Safeguarding

- Up-to-date knowledge of safeguarding and child protection practices and legislation
- Commitment to promoting and safeguarding the welfare of all students
- Willingness to uphold and promote fundamental British values in line with statutory guidance

Essential Employment Checks (if offer of appointment is made)

- Proof of qualifications:
- QTS, and Induction,
- Degree, A Levels - [original certificates]
- Enhanced DBS clearance
- (and overseas police check if appropriate)
- Requirement to complete online Health Screening Assessment
- Documentary evidence of entitlement to live and work in the United Kingdom
- Teaching Registration and Barred List Checks

Note: The above will be evidenced by a variety of means including application form, letter of application, references and interviews



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Notes:

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school 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 employees who develop a disabling condition.

This job description is current at the date shown, but following consultation with you, may be changed by Management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

The above responsibilities are subject to the current School Teachers Pay and Conditions Document and the Catholic Education Service Contract.

This job description allocates duties and responsibilities but does not direct a particular amount of time to be spent on carrying them out. In allocating time to the performance of duties and responsibilities, the post.

Employer Name:	Date
Signature:	
Employee Name:	Date
Signature:	

