



**THE BILLERICAY SCHOOL**

A Compass Education Trust School

<b>Job Title</b>	Associate Assistant Headteacher – Head of Maths and Computing
<b>Grade/Salary</b>	Leadership Points 7-11 (£61,582 - £67,796)
<b>Date Required</b>	1 September 2026
<b>Closing Date</b>	Thursday 19 March, 12:00pm <i>Based on the quality and quantity of application received TBS reserves the right to close this vacancy sooner than the specified date.</i>
<b>Interview Date</b>	Week commencing 23 March 2026
<b>Reporting To</b>	SLT Line Manager

## Details

We are seeking an enthusiastic and experienced teacher to lead our highly successful Maths and Computing Faculty. This is an exciting opportunity for an ambitious and forward-thinking colleague to drive continued excellence, innovation and growth in a school with a proven track-record of excellence in this faculty area.

With over 100 students studying Mathematics, Further Mathematics or Computing at Post-16, the faculty plays a central role in the academic life of the school and aspirations of our school community. We are looking for a leader with a deep appreciation for Mathematics, who can inspire students and staff alike, further develop an already strong specialist team, and build on our established success at both KS4 and KS5.

The successful candidate will combine strategic vision with a genuine passion for classroom practice. They will be equally committed to supporting our Year 7 nurture students as they are to stretching and championing our Year 13 Oxbridge applicants. We want a leader who believes that excellence and inclusion go hand in hand, and who can ensure outstanding provision across the full ability range.

This role would suit a dynamic middle or senior leader with a background in Mathematics education, who is ready to make a significant impact within a thriving and ambitious school community.

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## Principal Responsibilities

### Teaching:

- To fulfil all the requirements and duties set out in the current Pay and Conditions Documents relating to the conditions of employment for teachers, as well as the relevant standards for teachers.
- To be an outstanding practitioner of Mathematics.

### Strategic Direction and Development:

- To provide professional leadership to subject teachers of Mathematics for KS3, KS4 and KS5.
- To develop innovative teaching and learning in the Mathematics department.
- Be a member of the Extended Senior Leadership Team and participate fully in developing and communicating a clear and strategic vision of the development of the school.
- Motivate and empower others to carry this vision forward.



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- Model the values and ethos of The Billericay School.
- Support the Headteacher, Deputy and Assistant Headteachers in leading and managing the school effectively and in the review, implementation, development and monitoring of whole school policies that promote the school's values, aims and objectives.
- Contribute to management decisions on all aspects of policy, development and organisation by playing a significant role in school self-evaluation and in the preparation, implementation and monitoring of the school's improvement plan.
- Attend ESLT meetings when required.
- Plan, organise and chair meetings as appropriate.
- Attend meetings of the Governing body as required.

#### **Line Management Responsibilities:**

- Direct Line Management of Key Stage Leaders in Mathematics.
- Direct Line Management of Head of Computer Science.
- Contribute to the raising of standards of attainment across the school, but specifically in the subject areas line managed.
- Accountable for student progress in Mathematics and Computer Science.
- Ensure appropriate monitoring of teaching and learning in the subject areas line managed, developing the quality in accordance with school policies and procedures.
- Implement school policies on behaviour and welfare.
- To adhere to and to help to implement school quality assurance procedures.
- Be accountable for staff deployment and training in the areas line managed.

#### **Specific Responsibilities:**

- Accountable for appropriate use of the capitation budgets assigned to each subject area line managed.
- Supervise the use of the classrooms assigned to Mathematics, including adherence to the relevant health and safety regulations.
- Teacher of Mathematics at Key Stage 3, 4 and 5.
- Manage the work of the technical and administrative staff assigned to the subject areas line managed.
- Act as a form tutor, when required, and carry out related duties in accordance with the general job description of 'Form Tutor' or support pastorally as required.
- Coordinate and deliver intervention to key groups of students.
- Attend all Parents' Evenings, providing both support for teaching staff and a point of contact for parents seeking advice and guidance.
- Attend key public events [school concerts & productions, Award Evenings, Open Evenings] as required, supporting SLT in the promotion of a positive school image to parents and the community.

#### **General Duties:**

- To communicate effectively with colleagues/bodies outside of school and parents relative to the ESLT role.
- Complete one ESLT lunchtime duty per week; providing senior staff oversight of an agreed area of the school.
- Contribute to the delivery of assemblies [not more than twice a year].
- Contribute to the SLT Detention Rota as required.



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- Contribute to the SLT Bus Duty Rota as required.
- To comply with the school's procedures concerning safeguarding and to ensure that training is accessed.
- To contribute to PSHE education according to school procedures.

*The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.*

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### **About the School**

The Billericay School is a heavily oversubscribed comprehensive in Essex. The school has polite and engaged students who want to learn and benefits from good parental support.

Our Governing body is committed to safeguarding and promoting the welfare of all children and young people and expects all staff and volunteers to share in this commitment. The post is subject to satisfactory medical checks, enhanced DBS clearance and references.

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### **Additional Benefits**

As a valued member of our team, you will be entitled to the following benefits: (\*Subject to eligibility criteria)

- Free access to our fully equipped Gym (and induction programme)
  - Free access to our swimming pool
  - Employer Pension Contribution
  - Access to the "Cycle to Work" scheme
  - Eye test vouchers in partnership with Specsavers
  - Access to our Wellbeing programme (includes counselling sessions and online discounts)
  - Virtual GP Access - including minors 16 and under
  - Annual onsite Flu Vaccination programme
  - Free tea, coffee and cake on Fridays
  - Discounted Tastecard
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### **How to apply**

When applying for this position, please use My New Term, details can be found on our school website under 'Working with us: [How to apply](#)

If you have any questions, please do not hesitate to contact Miss M Sturley, at [msturley@billericayschool.com](mailto:msturley@billericayschool.com)

We look forward to hearing from you.



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Category	Essential	Desirable
<b>Application</b>	<ul style="list-style-type: none"> <li>Supportive references</li> <li>Well-structured supporting letter</li> </ul>	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>QTS</li> <li>Degree in Mathematics or related field</li> </ul>	<ul style="list-style-type: none"> <li>Further professional qualifications (SLE and/or NPQ)</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Minimum of 4 years teaching in secondary education</li> <li>Experience of leadership at middle management level including demonstrable impact on progress and outcomes</li> </ul>	<ul style="list-style-type: none"> <li>Teaching experience in all 3 Key Stages</li> <li>Experience of successful leadership and management of change at middle leadership level</li> <li>Involvement with school and community links</li> <li>Experience of administrative procedures</li> </ul>
<b>Professional Development</b>	<ul style="list-style-type: none"> <li>Undertaken Personal Professional Development activities covering teaching &amp; learning, assessment, curriculum and management within the last two years</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of active interest in staff development</li> <li>Experience of planning and managing staff development</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>Ability to communicate effectively in a variety of situations</li> <li>Proven leadership skills</li> <li>A proven record in middle management leadership, promoting development, planning, delivery monitoring and evaluation</li> <li>Outstanding practitioner in teaching Mathematics</li> </ul>	<ul style="list-style-type: none"> <li>Ability in administration, budget and personnel management</li> <li>Can offer a range of teaching</li> <li>Excellent subject knowledge of Mathematics curriculum across KS3, 4 and 5.</li> <li>Track record of improving the quality of Mathematics teaching through effective coaching and mentoring.</li> </ul>
<b>Special Knowledge</b>	<ul style="list-style-type: none"> <li>A clear vision and understanding of the needs of secondary students</li> <li>A clear vision of the impact that good assessment practice can have on the academic progress of students</li> </ul>	<ul style="list-style-type: none"> <li>Use of ICT in supporting all aspects of school and professional life</li> <li>Familiarity with assessment/data packages (i.e. Arbor, 4 Matrix, SISRA, ALPS)</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>Ability to demonstrate enthusiasm and sensitivity whilst working with others</li> <li>Ability to initiate and manage change with successful outcomes</li> <li>Caring attitude towards students and parents</li> <li>Evidence of being able to build and sustain effective working relationships with staff, governors, parents/carers and the wider community</li> </ul>	<ul style="list-style-type: none"> <li>Flexibility and adaptability in order to be able to mix and work with a wide range of people</li> <li>Interests beyond teaching/school</li> <li>Ambition to progress further in due course</li> </ul>