



# MATHS TEACHER

	Print Name	Signature
Date Effective		
Head Teacher	P Collier	
Line Manager		
Employee		

**Job Description**  
**Person Specification**

# JOB PROFILE

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## TEACHER OF MATHS

**Responsible to:** Senior Leadership Team

**Grade:** MPS/UPS plus SEN allowances

### PURPOSE OF POST:

#### JOB PURPOSE:

To teach Maths across the range of Key Stages, contributing to the raising of standards of Numeracy and outcomes for pupils.

To support the development of Numeracy across the school.

To raise the importance of Maths across the school.

### MAIN ACCOUNTABILITIES:

1. To deliver engaging and motivating lessons to pupils across all Key Stages.
2. To support the organisation and direct (as appropriate) the teaching of Maths across the curriculum.
3. To contribute to the development of policies, plans and materials.
4. To produce high quality resources and take part in the creation of schemes of work.
5. To identify and differentiate for individuals within your teaching groups.
6. To use ICT and other learning technology in the planning and delivery of lessons.
7. To track progress through assessment and reporting within own teaching groups, evaluate the standards' of pupils' achievements and set targets for improvement.
8. To regularly mark and feedback to pupils in line with the school Assessment Policy
9. To take part in the whole school programme of quality assurance.
10. To monitor the progression of all pupils in own teaching groups.
11. To identify pupils at risk of underachievement in liaison with the Key Stage Leaders and ensure that appropriate personalisation is in place.
12. To work as a team supporting other members of staff in sharing good practice.
13. To attend and where appropriate contribute to department meetings.
14. To support the organisation of Maths facilities / resources.
15. To identify appropriate accreditation opportunities and prepare and enter pupils for examinations.

### **Leading and Managing Staff:**

1. Promote a creative and collaborative working environment.
2. Create, maintain and enhance effective relationships.
3. Help to build an effective team among staff and devolve responsibilities and delegate tasks as appropriate. Establish clear expectations and constructive working relationships among staff involved with the subject.
4. Provide staff with relevant information about pupils as appropriate.
5. Supporting the role of parents in pupils' learning and contribute to/lead meetings with parents to provide constructive feedback on pupil progress/achievement etc.

### **Assist senior management with developing policy and practice**

1. Use assessment and other data effectively to identify pupils who are underachieving in the subject and, where necessary, create and implement effective plans for action to support those pupils.
2. Analyse and interpret relevant national, local and school data, plus research and inspection evidence, to inform policies, practices, expectations, targets and teaching methods.
3. With the support of the Senior Leadership Team monitoring the progress made in achieving, subject plans and targets, evaluate the effects on teaching and learning, and use this analysis to guide further improvement.

### **Teaching and Learning**

1. To teach throughout the school, ensuring curriculum coverage, continuity and progression for all pupils.
2. Ensure effective teaching of whole classes, and of groups and individuals within the whole class setting, so that teaching objectives are met, and best use is made of teaching time.
3. Establish and maintain a purposeful working atmosphere and set high expectations for pupils' behaviour.
4. Ensure effective development of pupil's literacy, numeracy and information technology skills through the subject.
5. With the support of the Senior Leadership Team establish and implement clear policies and practices for assessing, recoding and reporting on pupil achievement, and for using this information to recognise achievement and to assist pupils in setting targets for further improvement.
6. Ensure that information about pupils' achievements in previous classes and schools is used effectively to secure good progress in the subject.
7. Establish a partnership with parents to involve them in their child's learning of the subject, as well as providing information about the curriculum, attainment, progress and targets.
8. Develop effective links with the local community, including business and industry, in order to extend the subject curriculum, enhance teaching and to develop pupils' wider understanding.

**Professional development:**

1. Recognise own strengths and areas of specialist expertise and use these to advise and support others.
2. Participate in arrangements for the appraisal and review of their own performance, and, where appropriate, that of other members of the team.
3. Participate in arrangements for their own further training and professional development, and, where appropriate, that of other members of the team, including induction.
4. Undertaking training and professional development to ensure progression in the development of the work within the responsibility of this job description.

**Contribute to the general policies and practices of the School:**

1. To be a Key worker for allocated pupils ensuring these duties are carried out according to school practice.
2. Contribute as required to the development, implementation and evaluation of policies, practices and procedures in such a way as to support the school's values and vision.
3. Promote the health, safety and well-being of pupils and colleagues.
4. Know how to identify potential safeguarding issues, and follow safeguarding procedures.
5. Ensure the development and progression of equality within the sphere of responsibility of this job description and the fair and equal treatment of all pupils, parents/carers, staff, other personnel in the School or working with the School.
6. Undertake any other duties and responsibilities which are consistent with the grade and expertise required of the post holder as may be required from time to time
7. Contribute to the overall ethos/works/aims of the school.
8. Establish constructive relationships and communication with other agencies/professionals, to support achievement and progress of pupils.

The duties in this job description will be carried out in accordance with Part IX of the School Teachers' Pay and Conditions Document 2000, or any subsequent document which may succeed the 2000 document.

## **Safeguarding Children**

### CONTEXT:

All teaching staff are part of a whole school team. They are required to support the values and ethos of the school and school priorities as defined in the School Development Plan. This will mean focusing on the needs of colleagues, parents and pupils and being flexible in a busy pressurised environment.

Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences.

This post will be exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the Authority.

The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers.

'The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment'

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## PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
<b>1. Qualifications</b>	<p>Qualified Teacher Status</p> <p>GCSE grades A*-C in English &amp; Maths or equivalent qualifications.</p>	A good honours degree
<b>2. Relevant Experience</b>	<p>Current experience of teaching in KS3 and / or KS4.</p> <p>Responsibility for curriculum development</p>	<p>Evidence of 'Outstanding' teaching.</p> <p>Evidence of involvement in defining curriculum direction.</p> <p>Evidence of working in a specialist environment</p>
<b>3. Skills and Abilities</b>	<p>Ability to plan, monitor, evaluate and review.</p> <p>Ability to motivate pupils with challenging behaviour.</p> <p>Proven ICT skills</p> <p>Proven team player.</p> <p>Imaginative approach to the education of pupils with SEN particularly SEMH.</p> <p>Promotion of positive behaviour strategies and constructive handling of problems.</p> <p>Commitment to raising standards.</p> <p>Commitment to the school, its pupils and other stakeholders.</p>	<p>Knowledge of target setting and data analysis.</p> <p>Ability to identify barriers to learning.</p> <p>Working knowledge of relevant policies/codes of practice/legislation of statutory framework relating to teaching.</p> <p>Good understanding of child development and learning processes</p> <p>Willingness to lead training and development of other staff</p>
	<p>Excellent communication skills (written and verbal) including communicating sensitive information to families and colleagues; and working in settings in which the atmosphere may be highly emotive</p>	

	Ability to remain calm in difficult situations and work well under pressure	
	Ability to communicate and negotiate effectively with all professionals who contribute to pupils' placements, working flexibly to ensure the service is maintained at all times.	
	Ability to work collaboratively with colleagues	
	Good organisation and time management skills	
	Commitment to self-development and willingness to undertake further training	
	Ability to work autonomously within agreed boundaries	
	Commitment to equality principles	
<b>Other Requirements</b>	Willingness to acquire First Aid Qualification. Valid Driving license.	Current First Aid Qualification