



# ARTHUR MELLOWS VILLAGE COLLEGE



## Key Stage Coordinator for Mathematics

### JOB DESCRIPTION – TLR2D

*The College is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.*

#### Purpose

- To support the Head of Mathematics and Second in Department, and deputise when and where appropriate
- To ensure provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying Mathematics within Key Stage area of responsibility
- To teach Mathematics across the age and ability range following the national curriculum.
- To assess and record students progress, following procedures of the department.
- To raise standards of student attainment and achievement within Mathematics and to monitor and support student progress for Key Stage area of responsibility.
- To ensure appropriate lessons are planned and delivered and support the Head of Department in this when staff are absent.
- To plan for intervention when required to improve teaching and learning within Key Stage area of responsibility.
- To work with colleagues in joint planning and teaching within an identified area.
- To work with colleagues to ensure appropriate enrichment opportunities are available to students.
- To engage in the process of continuing professional development, in order to keep knowledge, skills and understanding updated.
- To assist with the department provision of CPD, QA, PMR as required.