



Job Description and Person Specification

JOB TITLE	Teaching Coach & Professional Mentor – Mathematics (Part-time 0.4) 1 Year FT
RESPONSIBLE TO	Faculty Lead & Vice Principal
GRADE	MPS/UPS
SALARY	£32,916 - £51,048 (£13,166 - £20, 419 Actual)
Start Date	September 2026

JOB DESCRIPTION

Overall purpose of the post:

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- **To work alongside the Faculty Lead and Senior leadership team to deliver the vision of Ambition and Excellence for All**
- **Develop the practice of Early Career Teachers and trainee maths teachers through instructional coaching**
- **Plan and lead maths CPD and training**
- **Carry out the professional duties of a teacher as circumstances may require and in accordance with Academy policies, under the direction of the Principal**
- **Meet the expectations set out in the Teachers' Standards**

Main Responsibilities

To contribute to the work of the Extended Leadership Team in accordance with the requirements set out by Principal. In particular you will be required to play an active part to:

- Support the Maths Faculty to achieve objectives/targets set out in the Academy Development Plan
- Coach and mentor ECTs, trainee teachers, and colleagues teaching mathematics.
- Work closely with the SENCo and Quality of Education Team to further develop adaptive teaching within mathematics
- Plan, deliver, and evaluate high-quality professional development and training programmes.
- Support staff in developing their mathematical subject knowledge and pedagogical content knowledge.
- Model highly effective classroom practice when delivering 'Master classes'.
- Work collaboratively with leaders to identify professional development priorities aligned to whole-school improvement goals.



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- Facilitate reflective practice, helping teachers refine their teaching through evidence-informed approaches.
- Conduct lesson observations, work sampling and learning walks to evaluate the implementation of the curriculum
- Analyse half-termly/termly student progress data to identify trends and areas for improvement; assessment information to inform CPD planning and training
- Monitor the progress and attainment of disadvantaged students and evaluate the impact of Pupil Premium strategies in mathematics
- Plan and lead whole school training with members of the senior leadership team

Safeguarding

- Demonstrate a strong commitment to keeping young people safe
- Report any disclosures following the child protection and safeguarding policy and procedures and record on CPOMS
- Communicate regularly with reminders to the Pastoral and Inclusion team on child protection and safeguarding policy and procedures

General

- Maintain positive relationships and work together as a team with colleagues
- Keep up to date with national developments in the department area and remain informed of recommended best inclusive practice
- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Contribute to the overall ethos and aims of the school and uphold the school values
- Undertake CPD relevant to the post and whole staff training, as required
- To lead, attend and participate in regular meetings
- To be an effective communicator in presenting complex information in an accessible way.

Notwithstanding the detail in this job description the job holder will undertake such work as may be determined by the Principal or Line Manager from time to time, up to or at a level consistent with the main responsibilities of the job

Personal Contacts:

External: ITT and ECT providers, external agency professionals. other government and local authority staff, other leaders from academies and schools, parents

Internal: Students, staff, Governors, parents and any other visitors to the academy.

This job description may be subject to change, following consultation between the post holder and the academy.



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PERSON SPECIFICATION

Qualifications	Essential	Desirable
PGCE or equivalent	✓	
Degree qualification with good honours	✓	
Leadership/Management/Coaching Qualification/Course		✓
Willingness to undertake and complete training to enhance qualifications and training and development in the post	✓	
Experience		
Experience of teaching Maths in a secondary school	✓	
Work flexibly to meet business needs	✓	
Experience of coaching and mentoring others	✓	
Experience of leading Maths CPD	✓	
Experience of leading whole school training		✓
Successful track record in planning, implementing and managing change	✓	
Evidence of raising standards of achievement leading to a rise in student outcomes	✓	
Evidence of improving outcomes for disadvantaged students and students with special educational needs	✓	
Understand how students learn and how to meet their needs	✓	
Experience of leading evidence informed training		✓
Experience of analysing data	✓	
Experience of leading on quality assurance activities	✓	
Skills		
Excellent practitioner	✓	
Ability to motivate and enthuse staff	✓	
Ability to work systematically and be organised with attention to detail	✓	
Ability to effectively communicate with a range of audiences	✓	
Ability to work under pressure and prioritise effectively	✓	
Ability to respect and maintain confidentiality, including following general data protection regulation	✓	
Excellent time management and organisation skills	✓	
Ability to relate to students in a pleasant and sympathetic manner and to recognise potential child safeguarding issues	✓	
Other		
Highly engaged with research and evidence informed practice	✓	



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Commitment to be involved in the school as part of the wider community	✓	
Leads by example with high professional standards	✓	
Excellent attendance and punctuality	✓	
Satisfactory DBS and recruitment checks	✓	