



Job Description

Mathematics Subject Leader and member of the Extended Leadership Team

Job title:	Class Teacher, Maths Subject Leader and member of the Extended Leadership Team
Salary scale:	TLR2a
Responsible to:	Headteacher
Responsible for:	Leading teaching and learning in Maths
Line managed by:	Headteacher

The successful candidate must have the ability to support and work with the senior leaders in all aspects of school improvement. The key responsibility is to provide professional leadership and management for mathematics, securing high quality teaching, improved standards of learning and achievement for all learners. This post includes a class-based teaching role.

General Duties and Responsibilities

- Carry out the duties of a class teacher as set out in the School Teachers' Pay and Conditions.
- Promote a positive image of the school, actively supporting the vision, ethos, virtues, strategies and policies of the school.
- Be an active member of the school's Extended Leadership Team, playing a significant role in collaboration with the Headteacher and SLT in reviewing whole-school policies and practice.
- Take a leading role in raising standards and improving the quality of teaching and learning.
- Provide effective evidence informed leadership across the school, especially in mathematics, keeping abreast of development both nationally and internationally.

Teaching and Learning

- Monitor all aspects of the curriculum alongside the Headteacher and SLT.
- Work with other professionals (both internally and externally) to ensure the use of comparative data and pupils' prior attainment, to establish benchmarks and set targets for and direct rapid improvement.
- Review planning across the school to ensure coverage, progression and a range of learning experiences.
- Liaise with other staff to monitor and promote effective transition arrangements to ensure continuity and progression for all pupils.
- Exemplify and share best practice across the school through; modelling, coaching and team-teaching alongside colleagues to develop highly effective practice.



Staff Management and Development

- Lead staff training days on a range of issues relevant to teaching and learning and in particular mathematics.
- Assist in the recruitment, selection, induction and development of staff.
- Demonstrate a commitment to your own continuing professional development and that of all staff and work towards obtaining a relevant NPQ award.
- Be involved in assessing the professional development needs of staff.
- Be involved, with the SLT, in planning, implementing and evaluating a broad and balanced curriculum.
- Assume responsibility for aspects of the school's functioning (to be assigned).
- Ensure staff are well informed about all aspects of school life and promote good communication and high morale.
- Lead by example and encourage the practice of working as a strong team.
- Ensure that a professional demeanour and attitude is maintained by self and all staff.
- Mentor trainees, Early Career Teachers and support the induction of new staff.
- Support, develop and hold staff accountable in securing high-quality teaching and learning and achievement for all pupils.

Leadership Responsibilities

- Be actively involved in the ongoing School Improvement Plan, arrangements for its continued self-evaluation as well as the impact on school improvement and raising standards.
- Develop and implement action plans to inform and address areas for improvement.
- Lead and co-ordinate assessment information to ensure consistent and accurate judgements of pupil performance.
- Evaluate the effectiveness of teaching and learning in mathematics (as well as other assigned aspects) and progress towards meeting agreed targets across the school.
- Present a coherent and accurate account of pupil and school performance, appropriate to a range of audiences, including Governors, parent/carers, as well as OFSTED.
- Support the Headteacher in the appraisal of staff, conducting the performance management process for allocated staff.
- Undertake whole school assembly as and where appropriate.
- Work in collaboration with the Governing Body on issues of school improvement assigned to you.
- Play a full part in developing and enhancing relationships between the school, pupils, parents/carers, external agencies and the local community.
- Be a strong advocate for change and champion school improvement.
- Share the responsibility with all staff for the safety and well-being of all.



Administrative Responsibilities

- Be aware of and respond appropriately to any health and safety, Child Protection and Safeguarding issues raised by staff, children, families or the community.
- Ensure that you remain up to date on developments and issues about the leadership and curriculum of the school.
- Take on any additional responsibilities that might from time to time be determined by the Headteacher, as consistent and reasonable to your job duties.

Other relevant information

- This school is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.
- This job description will be reviewed annually as part of the appraisal review process, or more frequently if necessary. It may be amended at any time after consultation with the Headteacher and Postholder.



Maths Leader Person Specification

You should use this Person Specification as a guide for aspects to be covered in your application after reading the Job Description:

Candidates should have:

1. Educational Qualifications	Criterion
Qualified Teacher Status	E
Appropriate leadership training	D
2. Experience	
At least three years of Primary School teaching experience, including demonstrable, highly effective performance.	E
Relevant experience of successful leadership at a whole school level	D
Involvement in whole school development and evaluation	D
Taken a lead on curriculum or other teaching initiatives that have contributed to raising educational standards	D
Organised and led staff training and development	D
3. Job Related Knowledge, Aptitude and Skills	
Good subject knowledge and experience of teaching mathematics	E
Sound knowledge of current educational issues, developments and pedagogy	E
Secure understanding of the barriers to effective learning and strategies to both support and challenge	E
A clear understanding of school improvement issues	E
The ability to determine priorities and manage time effectively	E
Knowledge of and potential to build positive and effective programmes for staff development, developing coaching and mentoring	D
The ability to establish effective working relationships with all members of the school community	E
The ability to communicate effectively, both orally and in writing, with individuals and groups	E
An understanding of, and a commitment to, high quality, inclusive education	E
The ability to use appropriate technology to support teaching and management	E
4. Personal Qualities	
The potential for creative and innovative educational leadership	E



The capacity to project and sustain a positive attitude and approach	E
The capacity to be flexible in working practices	E
The ability to use initiative when problem solving	E
The ability to work independently and as part of a team	E
The ability to manage and motivate staff with diplomacy, sensitivity and good humour	E
A commitment to personal and professional development	E
An enthusiasm and energy for teaching	E
A passion for supporting all children to achieve their potential.	E
5. Equal Opportunities	
A commitment to equal opportunities, policy and practice	E
The ability to demonstrate that they have actively fostered equal opportunities in their own work	E
Specification Criteria:	E – Essential D – Desirable