

Job Description

Post: Assistant Curriculum Leader for Mathematics

Salary Range: Main Pay Spine points 1 to 6 / UPS plus **TLR2.7 - £4,994**

Accountable to: Headteacher, under the day-to-day management and leadership of the designated Curriculum Leader

Job Purpose

To support Curriculum Leader Mathematics –in holding accountable, developing and leading the Mathematics Curriculum Area staff [teaching, ITT trainees and associate staff] to ensure high standards of teaching and learning and student progress within the **Mathematics Curriculum Area**.

Key Accountabilities

In addition to carrying out the professional duties of a school teacher in accordance with the current DfE School Teachers' Pay and Conditions document and the Regents Park generic teacher job description the post holder shall, in consultation with the designated HTLT member and the Headteacher be accountable for:

1. leading, managing and developing the Mathematics Curriculum Area. Engaging of all staff in the creation, development and consistent implementation of schemes of work and enrichment activities and associated areas of Mathematics and Numeracy across the college and related subjects as appropriate to the needs and learning styles of all students
2. supporting the Curriculum Leader in consulting with curriculum area staff and assisting with the formulation, communication and monitoring of the curriculum area action plan to ensure feedback and ideas are considered and all staff understand the key priorities, targets and their part in achieving these
3. leading and managing in a way which positively impacts on the educational progress of students in Mathematics and Numeracy across the college and related subjects through the writing, facilitating and monitoring the progress of designated areas of the curriculum area's annual and strategic improvement plan
4. leading, developing and enhancing the teaching practice of staff in the designated Key Stage, supporting the Curriculum Leader across the curriculum area in overseeing the professional development through providing regular feedback for designated curriculum area staff, including NQT and ITT trainees to enable them to meet the relevant professional standards, in a way which recognises good practice and supports their progress against performance management objectives resulting in a tangible impact in student learning across the curriculum area which meets the student progress / attainment targets
5. in collaboration with the Curriculum Leader supporting and assisting curriculum area staff to ensure they understand, and are actively implementing, the college's code of conduct, behaviour and inclusion policies

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6. in collaboration with post holders within the Mathematics Curriculum Area and related subjects overseeing the teaching and learning in the curriculum area to ensure that all staff make a tangible impact on student learning
7. Effectively use data to support student progress and help identify intervention strategies.
8. oversight of teaching rooms, fabric, furniture and resources, including ICT resources, for a designated part of the curriculum area ensuring that the college's health and safety policy is adhered to within the designated area of oversight
9. attendance at scheduled meetings to discuss matters relating to the role and to be an active member of school task groups
10. deputising for the Curriculum Leader of Mathematics, as required

The post holder undertaking this role is expected to carry out such other duties as may reasonably be assigned by the Headteacher / member of LT, including the teaching of other subject areas.

All teachers take a full part in the college's pastoral system which includes the role of progress tutor and teach PSHE to assigned classes.

All teachers actively support and contribute to programme for Initial Teacher trainees and Specialist School activities.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment and all appointments are subjected to enhanced DBS check and full medical clearance.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title and is subject to annual review