

NEW MILLS SCHOOL

JOB DESCRIPTION

Post Title: Lead Practitioner of Maths

Grade: Lead Practitioner Scale 1-5 (starting point dependent on experience)

Responsible to: Deputy Headteacher

Core Purpose:

The post holder will be responsible for the quality of provisions, teaching, learning and progress within Maths and across the school.

Responsibilities within the Maths Department

- To develop and implement teaching and learning initiatives and strategies throughout the Maths department and school which leads to improved student progress.
- To contribute to the development of the Maths curriculum to ensure that it is suitably ambitious and well sequenced, and that curriculum plans are effective.
- To be a model of excellent practice, maintaining a clear focus on outstanding delivery to learners ensuring a centre of best practice and excellence.
- To research and evaluate innovative curricular practices and draw on research outcomes and other sources of external evidence to inform own practice and that of colleagues.
- To develop high-quality teaching materials and schemes of learning along with the other leads in the department.
- To lead, inspire and motivate colleagues in maths to develop their teaching and learning and to support underperforming teachers to enable them to improve their practice
- To lead on the induction, support and CPD of ECTs and trainees within the Maths department and liaise with external providers.
- To teach a maths timetable within your specialism appropriate to the demands of the role and the need of the school.

Teaching and learning responsibilities

- To be a model of outstanding teaching practice
- To be well informed on the most effective up to date teaching and learning research
- To contribute to the monitoring of teaching through coaching and mentoring of staff
- To secure and sustain effective teaching of the subject through structured monitoring and evaluation of all aspects of teaching and learning through lesson observations, feedback to teaching staff, work sampling, student voice and written reports to the Headteacher and Senior Leadership Team as necessary.
- To ensure high standards of teaching and learning across the academy in liaison with the teaching team through coaching and mentoring of staff.
- To support Mentoring Support Plans and capability process for staff requiring improvement to their own professional practice.

- To take a lead role, working closely with the middle and senior leadership team, in determining and developing policies, procedures and practice, promoting collective responsibility for their implementation to ensure high achievement through effective teaching and learning and whole school improvement.
- To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To contribute to the drive to improve the curriculum intent in all subjects ensuring it is broad, ambitious, and well sequenced.

Generic Job description for all teachers

The following job description is generic and applies to all teachers in our school. The post requires that you should take an appropriate share of the responsibilities attached to teachers generally within the school in connection with the teaching of students, the preparation and marking of their work, and the promotion of their progress and welfare. The professional duties which you may be required to perform may be found in the Teachers' Pay and Conditions Document. You will work under the reasonable direction of the Headteacher, whose responsibility it is to ensure that a reasonable balance in the workload of each teacher is maintained.

The post is one which requires the performance of the following responsibilities:

Planning, Teaching and Class Management

- Plan lessons carefully, having regard to the schemes of work.
- Set tasks which challenge students and ensure high levels of interest.
- Set high expectations.
- Set clear structures for lessons maintaining pace, motivation, and challenge.
- Ensure students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- Evaluate their own teaching critically to improve effectiveness.

Monitoring, Assessment, Recording, Reporting

Assess how well learning outcomes have been achieved and use them to improve specific aspects of teaching.

Mark and monitor students' work and give feedback which sets targets for improvement.

Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning, and recognise the level at which the student is achieving.

Prepare and present informative reports to parents.

Form Tutor

Most teachers are Form Tutors and members of a Year Team. This will involve:

- Taking responsibility for a tutor group, including the support for learning and welfare of each individual in the group.
- Registering students and applying strategies to ensure good attendance and punctuality.
- Participating in assemblies and ensuring form time is used constructively to support learning.
- Guiding and counselling members of the tutor group.

All teachers will:

- Ensure the school's Ready to Learn consequence system is implemented in the department so that effective learning can take place.
- Comply with the school's Health and Safety Policy and undertake risk assessments as appropriate.
- Be familiar with the school's Child Protection Policy and to report concerns to the DSL.
- Be expected to keep themselves up to date with recent education developments and to participate in INSET.
- Take part in break duty rotas and cover.
- Participate in the school system of lesson observations and quality assurance processes.
- Contribute to staff coaching.

All staff are expected to be courteous to colleagues and students and provide a welcoming environment to parents and other visitors.

Date of Issue:

Signed: Headteacher:

Postholder: