



THE ACADEMY AT SHOTTON HALL

JOB DESCRIPTION

Head of KS3 Mathematics and Numeracy

Salary

MPS plus TLR 2c £6515

Line of Responsibility

The Head of KS3 Mathematics and Numeracy is responsible to Head of Mathematics.

Post Purpose

- To lead and manage the teaching of Key Stage 3 Mathematics in line with job description and school policies under the direction of Head of Mathematics.
- Co-ordinate Numeracy under the direction of the Head of Mathematics
- To work in collaboration with Shotton Hall Research School and help to promote the use of evidence-based practice as a tool for school improvement across the school, with a particular focus on KS3 Mathematics.
- Carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD)

Responsible for

- Assisting in the provision of full and high quality teaching and learning experiences for students through effective deployment of subject staff and resources in Key Stage 3 Mathematics;
- Raising the standards of student attainment and achievement in Mathematics
- Assisting the Head of Mathematics in line managing and leading the team of subject staff in the provision of effective teaching and learning particularly at KS3

Principal Accountabilities

Work with Head of Mathematics to:

Lead Manage and Develop Teaching and Learning within the Curriculum Area by:

- Implementing aims and objectives of the Mathematics Curriculum Area in context of Key Stage 3 Mathematics through contributing to the development plan;
- Being accountable for high standards of teaching and learning at Key Stage 3 mathematics in line with Curriculum and whole school policies.
- Being accountable for the attainment and achievement of students of all abilities and learning styles at Key Stage 3 Mathematics;
- Ensuring the delivery of a relevant and differentiated Mathematics Curriculum
- Contributing to the organisation of appropriate student learning groups at KS3 Mathematics;

- Contributing to strategies to support other colleagues in maintenance of good order within Mathematics lessons;
- Co-ordinating monitoring, assessment and the collection/use of data to inform teaching and learning at Key Stage 3 Mathematics in line with whole school policies;
- Making subject specific contributions to self-evaluation procedures & development planning;
- Working with relevant colleagues to ensure the creation and development of a positive climate and environment for learning in Key Stage 3 Mathematics
- Facilitating the development of skills in Key Stage 3 Mathematics

Line Management of Staff

- Lead and manage Mathematics Curriculum Area staff at Key Stage 3 by example demonstrating excellence and providing professional accountability to them in the provision of high quality teaching and learning;
- Engage all relevant staff in the creation, consistent implementation and improvement of schemes of work which encapsulate key school learning strategies and encourage sharing of good practice in KS3 Mathematics;
- Support other Mathematics teachers in issues relevant to the provision of high quality teaching and learning at KS3
- Contribute to Continuing Professional development and performance management in Mathematics

Other Teaching and Learning Accountabilities

- Maintain awareness and understanding of local and national developments in Numeracy, including the LNF;
- Assess, track and report on progress of individuals and year group cohorts in numeracy;
- Promote and develop numeracy as a tool for learning across all key stages and within all curriculum areas including a regular auditing of need, programmes of guidance and training opportunities for colleagues

Behaviours

- Enthusiasm and passion for learning
- Ability to inspire and assist in the leadership of Numeracy and the Curriculum Area
- Strong organisational skills
- Creative thinking
- High level of commitment
- Ability to work strategically to develop a vision within the school.
- Ability to work collaboratively with others as well as to take decisions independently
- Excellent communication skills

The above responsibilities are subject to the general duties and responsibilities contained in the statement of contract and the most recent STPCD. This is a job description only and is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment after consultation with the post holder. Duties listed in the generic teacher and group tutor job descriptions also apply