

## Job Description

<b>Post Title:</b>	Subject Leader for Mathematics (Second in Department)
<b>Salary Scale:</b>	Main scale + TLR2.2 (£5351)
<b>Terms and Conditions :</b>	All the post holder's responsibilities are subject to the general duties and responsibilities contained in the current Teachers' Pay and Conditions document and its successors

### Responsible to:

- The Curriculum Area Leader for Mathematics
- The Year Leader

### Purpose of the Post:

As part of the Ribblesdale Way we believe that every child has the right to experience the highest possible quality of educational experience and the highest possible levels of academic and personal success.

The school believes that in order to provide the very best education for young people, their learning has to be facilitated by highly professional teachers who are committed to continuing improvement in their pedagogy and all aspects of their professional development. Further to this, we believe in the professional obligation of all teachers to support the development of others and the improvement of the whole organisation.

All teachers will:

- Meet or surpass The National Teacher Standards (or Post Threshold Standards if applicable).
- Inspire pupils to achieve their very best.
- Ensure all teaching is 'good' or better.
- Ensure all pupils strive to make outstanding progress.
- Implement all school policies and procedures fully.

## ROLES AND RESPONSIBILITIES

### 1. Ethos

- To create an exciting learning environment.
- To be inclusive to all pupils.
- To create relationships based on mutual respect.
- To be an effective part of the team.
- To manage own professional development.

### 2. Curriculum and Planning

- To work with others to plan highly effective lessons, schemes of work and curriculum overviews.
- To review their own lessons and effectiveness of own planning.
- To contribute to development of Curriculum and Independent Learning Opportunities.

- To plan with teaching assistants to ensure quality first teaching and to meet the individual needs of all pupils, including those with additional needs.
3. **Teaching and Learning**
    - To implement all school policies and procedures fully.
    - To make effective use of resources, including ICT.
    - To take part in collaborative planning and peer review.
    - To manage the personal development, progress and wellbeing of a form group as part of a year team.
    - To ensure all pupils can engage and achieve in lessons.
  4. **Standards and Achievement**
    - To ensure pupils strive to make outstanding progress.
    - To implement all actions following reviews of pupil progress.
  5. **Assessment**
    - To implement school policies and procedures fully and to a high standard.
    - To plan for assessment for learning in every lesson.
    - To ensure reporting on progress is accurate.
  6. **Liaison**
    - To work closely with all support colleagues.
    - To work collaboratively with staff in sharing ideas and best practice.
    - To form effective relationships with parents and other parties.
  7. **Self-Evaluation**
    - To contribute to the school's self-evaluation systems
  8. **Community**
    - To contribute to the school's community ethos.

## **RESPONSIBILITIES SPECIFIC FOR THIS POST: Subject Leader for Mathematics**

- a) Support the Curriculum Area Leader for Mathematics in leading the department and ensuring the highest possible levels of effectiveness in:
  - Providing and maintaining a clear vision for the department about what constitutes outstanding, inspirational teaching and learning.
  - Ensuring the department has a clear focus on outcomes, and a passion to deliver the best outcomes possible for every pupil.
  - Ensuring consistently good and outstanding levels of teaching and learning across all classes and year groups.
  - Ensuring a collegiate, team-centred approach to data analysis and the quality assurance framework.
  - Responding effectively to data, securing hard-edged, realistic, appropriate commitment to raising standards from every member of the team and reviewing strategies such that the progress towards outcomes is rigorously scrutinised and strategies changed as necessary.
- b) Ensure learning is supported as effectively as possible by supporting the Curriculum Area Leader in the effective deployment of all departmental resources.
- c) Support the Curriculum Area Leader for Mathematics to lead the department at a 'strategic' level, by translating into reality:
  - Ribblesdale's School Improvement Plan.
  - The Departmental Improvement Plan.
- d) Contribute effectively to leadership and development groups as required, retaining a focus on wider strategic developments affecting the school and department. Work will include:

- Contributing to the delivery of an exceptional mathematics curriculum.
- Delivering consistently good to outstanding lessons.
- Planning, delivering and assessing high quality learning across Key Stage 3 and 4.
- Contributing to the provision of exciting opportunities to our Enrichment programme.
- Acting as form tutor to a designated form group.

#### Note

1. This job description is not necessarily a comprehensive definition of the post.
2. The particular duties and responsibilities listed above may be subject to reasonable change from time-to-time following consultation between the Headteacher and the postholder.

Signed: \_\_\_\_\_ (Head Teacher)

Date of issue: \_\_\_\_\_

Signed: \_\_\_\_\_ (Post-holder)

Date received: \_\_\_\_\_