



THE CONSORTIUM
ACADEMY TRUST

Shaping Positive Futures

Director of Maths

We know from experience that things change throughout the lifetime of a role and so this Job description isn't a list of everything you will do – this gives our people the chance to play to their strengths.

How you will make an impact...

- Help maintain the ethos of The Consortium Academy Trust by driving our organisational culture forwards and using every opportunity to embed our values.
- Taking responsibility for your own development - that way we can make the biggest impact!
- We are always looking for someone who can contribute to our growth.
- More than anything, we are looking for a team player who puts their heart into their work. We have core values that run through everything we do, and we'd love it if they resonate with you too.

About the role...

Main purpose of the role:

The Director of Mathematics is responsible for providing professional strategic leadership and daily management of a staff team (both teaching and support). Directors of Learning are responsible for provision of high-quality learning and outcomes for young people within their area of responsibility. They are expected to actively contribute to the calm learning environment and general order of the school by providing first line intervention of behaviour management to support staff within their team.

The Director of Mathematics will meet routinely with their SLT Link Manager to review the performance of the area.

In addition, the Director of Mathematics will be expected to meet the generic responsibilities of a teacher as identified in the Teacher Standards.

Key accountabilities:

Core Accountabilities for Director of Mathematics

- Attainment and progress of all students across all Key Stages
- Strategic development
- Staff and staffing, including professional development and performance management
- Student behaviour and welfare
- Responsible for resources
- Holding other leaders within the faculty to account for their responsibilities
- Extended Leadership Responsibilities, as appropriate across the wider Academy

**This Job Description will be reviewed annually with the Headteacher and the SLT Link.*

Specific Areas of Responsibility/Tasks

1. Responsibility for attainment and progress of all students

- Ensure that the quality of learning is the main focus for all work in the faculty, supporting the implementation of whole Academy improvements to teaching and learning
- Ensure that targets for student attainment and progress are met or exceeded in line with performance indicators (Academy and national)
- Maintain accurate and comprehensive student records and track student progress.
- Evaluate the standard being achieved by analysing the performance of all students
- Implement intervention strategies as appropriate to ensure all students make at least good progress from their individual starting points
- Ensure that assessment procedures in the faculty are robust, follow agreed policy to support student learning and achievement and ensure they are consistently applied by all staff and quality assured.
- Take responsibility for recording and reporting student achievement including the preparation of data for examination and test entries in good time
- Attend post data challenge meetings to discuss results, data and outcomes.

2. Responsibility for strategic development

- Liaise with SLT Link Manager as agreed to plan and develop the faculty
- Conduct an Annual Review of the curriculum keeping abreast of and implementing Academy and national initiatives, where appropriate
- Up-date and publish annually, Schemes of Learning for each year group ensuring appropriate differentiation of material
- Ensure the integration of Academy policies into Schemes of Learning and monitor delivery by all staff through robust quality assurance
- Evaluate and report on the impact of all improvement activities on teaching and learning and outcomes
- Produce, cost, and implement Improvement Plan's for Faculty based on rigorous Self Evaluation processes
- Ensure all students have access to an appropriately challenging and supportive enrichment programme.
- Contribute to the school improvement, school reviews and Local Governing Body agenda as required
- Evaluate and contribute to the Academy SEF & SDP

3. Responsibility for staff and staffing, including professional development

- Maintain personal expertise in teaching and share it with others
- Act as a role model of exceptional classroom practice for other teachers by being effective and proactive in implementing all aspects of high-quality teaching and learning
- Plan the deployment of staff expertise to maximise outcomes in the most effective way including involvement in appointment of new staff as appropriate
- Delegate appropriate leadership and management activities to other TLR post holders in the faculty and monitor the effectiveness of their contributions to the development of the area
- Monitor and evaluate all aspects of teaching and learning, identifying areas for improvement and providing appropriate developmental feedback
- Plan and implement strategies to improve teaching and learning, where needs are identified
- Support the development needs of all staff in the faculty area and target CPD as appropriate
- Induct, support and monitor new staff in the curriculum area
- Have full consideration for staff well-being and developing a high performing team

4. Responsibility for student behaviour welfare

- Ensure that the area provision is stimulating and engaging to all students
- Provide for the learning needs of all students through appropriate differentiation
- Liaise with Learning Support to ensure Specialist Teaching Assistant is deployed efficiently and resources used effectively

- Maintain a safe and productive learning environment for all students and staff, dealing with discipline issues following the Academy's Behaviour for learning and Positive Discipline policy to avoid disruption to learning.
- Seek opportunities to develop the behaviour management skills of the staff
- Instil a sense of pride, worth and achievement
- Model good practice in promoting Positive Discipline

5. Responsibility for resources

- Use the accommodation available to create an effective and stimulating environment for the teaching and learning of the subject with available resources. Plan future development.
- Monitor use of Mathematics teaching areas to ensure a high standard of condition is maintained reporting defects as appropriate
- Liaise with the finance office to place and monitor all orders and invoices in line with Academy procedures
- Ensure the Faculty is fully and effectively resourced in line with Academy Policy and Procedures

6. Extended Leadership responsibilities

- Contribute to the leadership of the Academy
- Lead and participate in the appraisal cycle in line with the Academy's Appraisal Policy.
- Contribute to the provision of high quality CPD across the school, including as a coach to developing middle leaders.
- Contribute to the implementation and development of whole Academy policy and practice.

Other

Holderness Academy & Sixth Form College has high expectations of all its employees to ensure that they provide a professional service to our young people and the community.

The general requirements for the substantive post of Teacher are outlined in the School Teacher's Pay and Conditions Document.

Appraisal Targets will be aspirational and set on an annual basis in discussion with the Line Manager.

This Job Description is intended to highlight the main responsibilities and expectations for the post holder and is not the entirety of what a member of staff may reasonably be required to complete in line with the priorities of the organisation. Neither is it intended to highlight the amount of time which should be spent on each task.

This Job Description will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties. You may be expected to take part in any other reasonable duties which may be required.

As a member of staff of The Trust

- Role model appropriate behaviours within a professional environment including conduct, communication, and personal appearance
- Role model high levels of literacy and numeracy including modelling appropriate language
- Aspire to develop own professional skills and qualifications
- Use all forms of social media appropriately
- Take responsibility for the reputational management of all sites across the Trust
- Contribute to systems of evaluation and performance of the organisation positively

Your duties may involve access to information of a confidential and sensitive nature which may be covered by the General Data Protection Regulation (GDPR). All employees of The Consortium Academy Trust will be expected to comply with the GDPR when handling any personal data. Confidentiality must be maintained at all times. In addition to the above the post holder must be committed to safeguarding and promoting the welfare of children and young people.

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About you...

This is the job for you if you hold the following qualifications, experience, knowledge, skills, and values:

Qualifications and Training

Essential

- Degree Level Qualification in relevant subject area
- Qualified Teacher status or an alternative recognised teaching qualification with experience of delivering in relevant subject area

Desirable

- Record of continuing professional development
- Middle/Senior Leadership training and/or a postgraduate degree in Education.

Evidenced by application form and certificates.

Experience, Knowledge, and Skills

Essential

- Experience of teaching to KS5 in Maths
- Experience of leading a successful team
- Experience of successfully leading on a subject
- Able to produce and analyse data to support student progress
- Awareness of safeguarding practices and commitment to these
- Ability to establish good professional relationships with colleagues at all levels
- Commitment to own learning
- The ability to effectively create and sustain a stimulating learning environment
- Ability to teach using a wide variety of strategies to maximise learning for all students
- Excellent subject knowledge and passion for specialist subject
- Track record of successful classroom/teaching practice
- Knowledge of effective behaviour management strategies
- Experience of working with children and young people

Desirable

- Good IT skills
- Experience of using Arbor
- Understanding of GDPR
- Creative and resourceful

Evidenced by application form, interview, and references.

Values and Personal Competencies

Essential

- Exceptional Communicator
- Hard working
- Team player
- Resilient
- Positive mental attitude
- Ambitious
- Committed to raising the profile of your subject within the school and community
- Willingness to be involved in the wider life of the Academy
- Open to change, new ideas and innovation

- Commitment to promoting and safeguarding the welfare of students
- Team focused with the ability to work independently and take initiative
- Committed to equality, diversity, and inclusion.
- Strong morals, ethics, and sound judgement
- A role model of the Trust's Values

Evidenced by application form, interview, and references.