

Job Description

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| Post title | Assistant Lead – Maths |
| Responsible to | Head of Maths |

Purpose of job

Objectives

The Assistant Lead will assist the Head of Maths with the following:

- Leading and managing the curriculum provision and delivery of their department, including the delivery of Maths.
- Quality assurance of teaching and learning within the subject, providing training and support for staff where required.
- Ensuring high levels of progress and outcomes of all students in the subject.
- Working with the Principal to ensure all subject and school to staff promote the ethos of Corby Technical School at all times.

Core Purpose:

In addition to the general duties of a teacher, the Assistant Lead will support the work of designated faculty staff and subject specialists and may act as a mentor to trainee or newly qualified staff (this role may be delegated as appropriate).

The Assistant Lead may also have responsibility for:

- Leading the curriculum development in their subject area.
- The quality of examination outcomes in their subject area.
- Leading by example in their classroom practice and maintaining high standards of teaching, learning and assessment
- Preparing, administering and monitoring the annual subject budget in collaboration with the Head of Maths.
- Carrying out regular quality assurance within the subject, including books checks, learning visits, climate walks and review of curriculum planning.
- Contributing to the evaluation of the subject and action planning as part recording and updating the subject reflection tool regularly.
- Supporting the Head of Maths in all aspects of the leadership and management of the school.
- Carrying out any other duties as might be reasonably requested.

Collegiate responsibility

In addition to the specific responsibilities of this post, every member of staff at Corby Technical School will commit to:

- *Providing a courteous and efficient service to students at all time*
- *Using their influence with other staff and students to promote high standards of behaviour and order within the school*
- *Working to maintain the school at the forefront of educational practice*
- *Fostering and sustaining a culture of independence and creativity in all aspects of the school's operation*

Performance Management

All staff will participate in Corby Technical School's Performance Management Review scheme as outlined in the School's pay and CPD policies.

Role Review

This job description sets out the main duties of this post at the time of drafting. It cannot be read as an exhaustive list. It may be altered at any time in consultation with the post holder subject to the Principal's approval.