

Leighton Middle School

# Job description: Maths Teacher

## Job details

**Salary:** MPS/UPS

**Hours:** Full time

**Contract type:** Permanent

**Reporting to:** Head of Maths

## Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards
- Develop effective teaching and learning strategies
- Promote and monitor the use of school policies within the subject
- Set high expectations which inspire, motivate and challenge pupils

## Professional development

- › Attend relevant training courses and share new knowledge with colleagues
- › Keeping subject knowledge up to date.
- › Attending department and year team and whole school meetings
- › Show commitment and responsibility for own professional development and ensuring best practice in classroom teaching and learning.

## Duties and responsibilities

### Teaching

- › Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- › Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- › Adapt teaching to respond to the strengths and needs of pupils
- › Set high expectations which inspire, motivate and challenge pupils
- › Promote good progress and outcomes by pupils
- › Demonstrate good subject and curriculum knowledge
- › Participate in arrangements for preparing pupils for external tests
- › Providing extra-curricular opportunities that are an essential part of subject provision
- › Contributing to the development of schemes of work and department resources

## **Whole-school organisation, strategy and development**

- › Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- › Make a positive contribution to the wider life and ethos of the school
- › Work with others on curriculum and pupil development to secure co-ordinated outcomes
- › Provide cover, in the unforeseen circumstance that another teacher is unable to teach

## **Health, safety and discipline**

- › Promote the safety and wellbeing of pupils
- › Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- › Liaise with the HOD as appropriate to ensure health and safety requirements are met.

## **Professional development**

- › Take part in the school's appraisal procedures
- › Take part in further training and development in order to improve own teaching
- › Take part in the appraisal and professional development of others, where appropriate

## **Communication**

- › Communicate effectively with pupils, parents and carers

## **Working with colleagues and other relevant professionals**

- › Collaborate and work with colleagues and other relevant professionals within and beyond the department and school
- › Develop effective professional relationships with colleagues

## **Personal and professional conduct**

- › Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- › Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- › Understand and act within the statutory frameworks setting out their professional duties and responsibilities

## **Safeguarding**

- › Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- › Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- › Promote the safeguarding of all pupils in the school

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

## Person specification

CRITERIA	QUALITIES - ESSENTIAL	QUALITIES DESIRABLE
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Qualified to work and teach in England</li> <li>• Qualified to degree level in a relevant subject</li> <li>• Successful Maths teaching experience</li> </ul>	<ul style="list-style-type: none"> <li>• Further training and advancement of teaching</li> <li>• Professional courses</li> <li>• Post graduate study</li> <li>• First Aider Certificate</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum at KS2 and 3</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet pupils' needs</li> <li>• Ability to build and maintain effective working relationships with pupils, staff and parents</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of the lower KS2 and KS4 curriculum</li> <li>• Organising learning experiences with the scientific community</li> <li>• Knowledge of exam specifications</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Work cooperatively as part of a team and deploy support staff effectively</li> <li>• Ability to inspire and motivate those around them</li> <li>• Substantial problem-solving ability</li> <li>• Intellectual curiosity</li> <li>• Strong commitment to inclusion</li> <li>• Reflect on and improve own practice</li> <li>• Commitment to professional development</li> <li>• Competent computer skills</li> <li>• A flexible and forward-thinking attitude that challenges adversity.</li> </ul>	<ul style="list-style-type: none"> <li>• Contribution to the wider life of the school</li> <li>• Extensive experience of working with children with significant barriers to learning</li> <li>• Know a range of approaches to assessment</li> <li>• Know when to draw on the expertise of colleagues</li> <li>• Know how to deliver effective personalized provision</li> </ul>

<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Commitment to maintaining confidentiality at all times</li> <li>• A commitment to securing the safety and well-being of pupils</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• The successful application will have to undergo an enhanced DBS check and references will be required in line with our safeguarding policy.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of delivering a curriculum that incorporates safeguarding practice and themes</li> </ul>
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