



Millthorpe School

Teacher of Mathematics

JOB DESCRIPTION

REPORTS TO: Head of Department

Salary: Mainscale

Main Purpose:

Promote effective learning, appropriate achievement and educational, social and personal progress of all pupils for whom the teacher is designated as being responsible, consistent with the aims of the school and the unique needs of each individual.

The Teacher of Maths plays a crucial role in helping students master mathematics. Through planning and delivering engaging lessons, to enable all pupils to make good or better progress. Demonstrating excellent curriculum knowledge with the ability to communicate this in an enthusiastic and imaginative way

Key Responsibilities

- Teach Key Stage 3 and 4 Maths
- Take on departmental duties and responsibilities when allocated by the Head of Department.
- Share in departmental best practice.
- Make a contribution to after school clubs.
- Engage in extra-curricular maths with a combination of field trips and visits to institutions.
- Willingness to invest extra time to ensure students achieve the best standard.

Teaching & Learning

- Plan, prepare and deliver purposeful and productive lessons to assigned classes.
- Be prepared to innovate and devise imaginatively varied ways of teaching maths to inspire pupils.
- Encourage pupils and show enthusiasm for maths in the classroom.
- Mark work according to departmental and the School's marking policies, giving appropriate feedback and maintain records of pupils' progress in subjects.
- Demonstrate an awareness of Assessment for Learning strategies and personalise the learning of all pupils, as appropriate.
- Select and use a range of different learning resources and teaching styles, appropriate to subject and topic.
- Participate in mutual lesson observations both within and beyond their department as a part of sharing best practice.
- Use teaching strategies that allow for the full range of ability and learning styles in each class, particularly taking into account the learning needs of SEN pupils.
- Research new topic areas and maintain up-to-date curriculum knowledge.
- Undertake report writing and the award of internal grades as required.

Department

- Carry out any reasonable subject-related duties assigned to them by the Head of Department.



- Attend department meetings and moderation meetings as requested by the Head of Department.
- Contribute to the Department's devising and writing of new subject materials when required.

Co-Curricular

- Contribute imaginatively to the co-curricular, extra-curricular and sporting programmes of the School as required by the Head of Department, or Senior Leadership Team.
- Be prepared to run or assist with activities beyond lesson times.

Pastoral

- Be familiar with the School's health and safety, child protection and other policies and be responsible for personal health and safety and that of the pupils.
- Be prepared to undertake the pastoral role of a form tutor.
- Manage pupil behaviour in the classroom, establish an orderly working environment and ensure the safety and good conduct of the pupils, following the guidance in the Behaviour Policy (and the Disciplinary Framework) and to enforce the pupils' Code of Conduct and Dress Code.
- If present in School, attend assemblies, supervising the pupils, unless permission has been granted by the Headteacher that they be excused.

Other Professional Duties

- Support and foster the aims of the School.
- Be familiar with the contents of the Staff Handbook, the School's aims and policies and endeavour to follow these closely.
- Carry out such duties, including cover for absent colleagues and examination invigilation, as allocated to them by their Head of Department or Senior Teachers, punctually and efficiently.
- Attend staff meetings, parents' evenings, Awards Evening, Inset sessions and similar important functions both in and out of normal school hours, and participate in Open Day for prospective parents and pupils.
- Notify the Head of Department and Cover Officer as early as possible if absent from School and set rigorous, appropriate work.
- Attend relevant in-service training each year.
- Take part in the School's performance management scheme and review.