

Trust Director of Mathematics/ Assistant Maths Hub Lead

Job Description

Job Overview

- Salary range: L13 – L17
- Responsible to: Director of Secondary School Improvement/Maths Hub Lead
- Job purpose: To lead and improve mathematics education for the Trust and the Maths Hub
- Job summary: To support and mentor mathematics staff and students across the Trust, model and implement best practice, and ensure high standards of teaching and learning. To also work as an Assistant Maths Hub Lead and co-ordinate professional development activities for the Maths Hub.

Key Responsibilities

- To teach key groups of students as needed
- To support mathematics curriculum design and delivery across the Trust
- To work as an interim curriculum leader in a school causing concern
- To keep up to date with developments and innovations in mathematics teaching and learning
- To liaise with the examination boards and ensure accurate moderation of students' work
- To lead on data analysis and intervention for mathematics performance across the Trust
- To promote mathematics and collaborate with others to improve teaching quality
- To promote equality of opportunity for all students and staff
- To maintain outstanding teaching practice through research and awareness
- To develop extra-curricular mathematics programmes with curriculum leaders
- To work with the Central Team to promote leadership and teaching development
- To support the delivery of specialist courses, such as leadership/subject conversion and or subject upskilling
- To attend and participate in open/ parents' evenings and major school events as appropriate

- To support new entrants to the profession and ITT
- To analyse and review departmental teams and provide feedback, reports, action plans and intervention strategies
- To lead on curriculum development and delivery of Trust wide mathematics CPD
- To advise on / assist in the procurement of resources for mathematics teams and teachers
- To deliver and develop resources for revision and intervention sessions
- To lead and support external reviews of mathematics Trust-wide
- To support the work of the Archimedes NE Maths Hub, led by Carmel College. As an Assistant Maths Hub Lead and a member of the Maths Hub Leadership and Management Team, lead and co-ordinate the work of the Local Leaders of Maths Education and plan, facilitate and evaluate Work Groups. To also participate in training associated with the role.

General

- To participate in wider Trust meetings and working groups
- To support the Trust's mission, vision, values, and objectives
- To implement the Trust's Equality and Diversity and safeguarding policies
- To contribute to the Trust's continuous improvement
- To ensure data is handled in line with the General Data Protection Regulations
- To be an advocate for the Maths Hub locally and nationally

Other Duties

- The post holder will be required to work in any of the schools within the Trust
- The post holder will be required to undertake other duties and responsibilities as determined by the Board of Directors
- The post holder will be required to comply with all Academy policies, including the no smoking policy
- The post holder will be subject to relevant vetting checks, including a satisfactory enhanced disclosure
- The Trust is committed to safeguarding and promoting the welfare of children