Wootton Upper School
WOOTTON ACADEMY TRUST
Kimberley College

Teacher of Mathematics **Job Description**	
Wootton Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
Job Purpose: Job Title: Department: Location: Reporting Line: Hours:	To be responsible for the safety of students in your care and the standards and progress achieved by students in your classes Teacher of Mathematics Mathematics Kimberley College/Wootton Upper School Director of Mathematics Full Time
Line management responsibility for:	N/A
Principal Accountabilities/ Responsibilities	Under the direction of the Head of Department **1.** a) You are responsible for ensuring the safety and well-being of students in your care and any other Wootton Academy Trust student who approaches you to ask for help. b) To act as a member of a Department Team in: i) developing appropriate specifications, materials and schemes of learning. ii) contributing to an effective working and learning environment. iii) supporting other members teaching within the department. c) To teach classes designated by the Executive Principal: i) to plan appropriate lessons for each class. ii) to take responsibility for the well-being and progress of students within the learning environment. iii) to make regular assessments of students' work. iv) to ensure that students' assessments are kept securely. d) i) to be involved in the setting, administration and marking of assessments. ii) where appropriate to be involved in the setting, administration and marking of public examinations (coursework).

e) To give oral and written reports on students for the use of colleagues and to provide information on the progress of students for third parties in a timely manner.

f) You must operate accordingly to Wootton Academy Trust policies and procedures and contribute to the development and implementation of policy and practice, in accordance with the priorities outlined in the Trust's Improvement Plan.

g) You must attend relevant professional development training provided in school, externally and on-line, to enable you to remain a highly skilled practitioner.

h) To undertake such professional duties as are outlined in the Trust's annual summary/programme of 'directed time'.

i) You are responsible for promoting British values, including tolerance and for challenging any extremist views expressed by visitors, students or anybody else on the Wootton Academy Trust's sites and away from the sites on school trips and visits.

j) You are responsible for ensuring <u>all</u> students are able to make expected progress - or better - in each class you teach.

k) You are responsible for promoting healthy lifestyles to students (including physical, mental and emotional).

l) You are responsible for ensuring the behaviour of students is at least good, inside and outside of the classroom.

m) To be responsible for maintaining the positive learning environments provided by the Trust for our students.

n) Ensuring that all educational visits are undertaken according to good practice and in line with Trust policy.

o) To use appropriate systems to analyse, review student data to inform both planning and teaching.

p) Specific department responsibilities (if appropriate).

q) To meet the Teachers' Standards as appropriate to your post and level of experience.

r) The post holder must at all times carry out his/her job responsibilities with due regard to Equal Opportunities.

2. Additional responsibilities:

	To act as a Form Tutor, if required to do so and to carry out related duties in accordance with the general job description of a Form Tutor. **3. General duties:** a) To carry out a share of contractual duties in accordance with published schedules. b) To participate in appropriate meetings with colleagues and parents relative to the above duties. **4.** To contribute to and fulfil the requirements of the Trust's Appraisal Policy. **5.** To undertake any other reasonable duties as requested by the Executive Principal on behalf of the Directors. **6.** The above will be reviewed in the light of the current review of School Teachers' Pay and Conditions of Service.

You may also be required to undertake such other comparable duties as the Trust requires from time to time.

Person Specification		
	Essential Criteria	**Desirable Criteria**
Qualifications	Qualified Teacher Status Graduate in Mathematics or a close related subject area	
Experience	A Mathematics Teacher with teaching experience covering KS4 and KS5	
Knowledge & Skills	Excellent subject knowledge Understanding of national curriculum requirements and public examination specifications Ability to contribute to the further development of Schemes of Learning at all Key Stages. Strong ICT skills with a clear understanding of the potential for ICT to support teaching and learning. The ability to work collaboratively with others as part of a team. Excellent interpersonal, communication and behavioural management skills. Organised with effective planning and time management skills.	
Personal competencies and qualities	Possess personal warmth and be able to gain the confidence of students and parents, demonstrating the ability to create a positive rapport with students and a safe environment within which the student can flourish; Possess a positive attitude and approach to change and development Flexible to meet the needs of Wootton Academy Trust Commitment to continuous professional development	Willingness to play a full part in the department and Trusts extra –curricular activities.