United Endeavour Trust
September 2017

JOB DESCRIPTION – TEACHER OF MATHS

Name:

POST GRADE/SALARY: **TMS/UPS**

1.0 JOB TITLE AND PURPOSE: TEACHER OF MATHS

To raise the achievement of all students.

2.0 WORKING HOURS

32.5 hours per week whole year.

3.0 LINE MANAGEMENT:

Responsible to: Head of Maths

4.0 DUTIES AND RESPONSIBILITIES:

PART ONE: TEACHER OF MATHS

4.1 Wider professional responsibilities

- To make a positive contribution to the wider life and ethos of the school.
- To develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.

4.2 Specific responsibilities

- To plan, prepare and teach Maths across the full age range and abilities
- To assess, record and report on students' work and progress
- To assist with the design of medium term plans for schemes of work
- To contribute to the departmental and whole school policies on literacy and numeracy
- To take the role of a form tutor

4.3 Tasks

- To continue with curriculum developments within the department and to contribute to the department's schemes of work
- To take on responsibility for part of the departmental development plan
- To develop a key area of Maths

4.4 Other

- To complete any other appropriate tasks as directed by the Principal.

- To maintain all relevant records and complete all relevant filing.

PART TWO: PERSONAL AND PROFESSIONAL CONDUCT

4.5 A Teacher is expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct throughout their career.

- A Teacher upholds public trust in the profession and maintains high standards of ethics and behaviour, within and outside school, by:
    - treating students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to their professional position.
    - having regard for the need to safeguard students' well-being, in accordance with statutory provisions.
    - showing tolerance of and respect for the rights of others.
    - not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
    - ensuring that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law.
- A Teacher must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality.
- A Teacher must have an understanding of, and always act within, statutory frameworks.

PART THREE: OTHER 4.6 Appraisal

- To participate in arrangements agreed at United Endeavour Trust for the appraisal of his/her performance and the development identified.

4.7 Policies

- To understand and comply with all school policies.
- To take all reasonable steps to ensure that Health and Safety requirements are observed, both on the school premises and elsewhere

4.8 General Terms

- Attendance at appropriate meetings.
- Holiday leave will be in line with the policy for teaching staff.
- The above responsibilities are subject to the general provision of the appropriate conditions of service document and any other interpretation as discussed with the non-teaching association.
- All job descriptions are subject to change as the needs of the trust changes.
- All teaching staff will undertake any other reasonable duties within the overall function, commensurate with the grading level and responsibility of the job.

Signed ____ Post holder

____ Chief Executive Officer

____ Date