**Job Description:** **Ark Curriculum Plus Subject Lead (Maths)**

**Ark Curriculum Plus** is the curriculum and assessment strand of Ark’s work in school improvement. Its aim is to create an integrated curriculum and assessment provision for Ark schools which supports effective learning and exceptional outcomes, based upon strong principles of learning and curriculum design. ACP integrates an aligned approach to curriculum delivery through shared progression maps and curriculum resources with a robust shared assessment cycle. It also recognises training in effective curriculum delivery and the ownership of this work through strong subject communities as core components of its work.

**The Role**

We are currently looking for a secondary mathematics lead to join Ark Curriculum Plus and provide leadership for the ACP work in their discipline. This involves the creation and development of highly effective subject communities, expert knowledge of best practice in their subject, curriculum development, quality assurance and review, full responsibility for subject assessments and leadership on curriculum implementation across the network.

The postholder has responsibility to plan in partnership with the subject community, seek agreement for curriculum plans by the appropriate Central senior leader and then take ownership for bringing agreed actions to fruition.

The post is based centrally at Ark’s Holborn office but will also involve some time visiting schools around the network.

**Reports to:** TBC

**Start date:** 1st September 2018

**Salary:**  £45,000-60,000 depending on experience

**Contract:** 2 year fixed term, full-time

**Closing date:** 11am on Monday 21 May 2018

For a full job description and to apply, visit <https://goo.gl/1fZr67> . The closing date for applications is 11am on Monday 21 May 2018. Interviews will be held on Friday 25 May 2018.

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.*

**Key responsibilities**

**Partnership building**

* Build and run a highly effective subject community made up of leaders and teachers from across the network.
* Ensure that there is strong collaboration between network schools at all key stages which supports subject-specific training and sharing best practice.
* Develop a strong partnership with Ark curriculum ventures and promote this as the curriculum of choice for Ark schools; ensuring that all curriculum design and learning design principles are adopted equally between the various key stage curricula.
* Review changes to exam requirements regularly and ensure that all new requirements or amendments are owned and actioned jointly.
* Ensure that the progression map and long term planning for Maths is complementary and services Ark schools well.
* Ensure strong links with the relevant exam boards and external bodies such that Ark benefits from up to date knowledge, financial savings, training etc as available.
* Build strong links with cross-phase colleagues involved in Maths curriculum development and assessment, ensuring that all work is co-ordinated and complementary.

**Curriculum Development**

* Create, test, implement and review the big ideas and progression maps which underpin all planning and assessment.
* Create long-term, medium-term and short-term plans – using available material where possible and writing new material where nothing available is suitable.
* Ensure that the curriculum is fit for purpose and follows a consistent mastery approach in line with other Ark curriculum development work.
* Create lesson resources to accompany agreed plans.
* Ensure that all materials created fit to Ark’s principles of learning and curriculum design principles.
* Work with subject communities to test and review resources produced.
* Work with subject communities to agree the network curriculum.

**Assessment**

* Plan and lead successful network days for the whole network.
* Create all assessments and mark schemes needed on a termly basis. Work with exam board experts to quality assure assessments produced. Work with the assessment lead to determine grade boundaries.
* Produce standardization materials for network days and ensure that these are effectively used by all facilitators.
* Undertake random sampling after each data input point and address any issues arising.
* Liaise with data team to create trackers, marksheets etc needed for termly data input.
* Undertake termly analysis of data, using it to probe and check the effectiveness of resources created and their implementation model/quality of delivery; providing recommendations to individual schools and at a regional/network level that will ensure stronger outcomes. Liaise effectively with regional lead teachers and school leaders to ensure that recommendations are understood.

**Training**

* Use data analysis plus observations and monitoring to establish the training needs around the subject curriculum.
* Create a network-wide training package which supports strong curriculum delivery.
* Work with other leaders in ACP and Professional Development roles, contributing to the teacher progression pathways which are being developed as core practice for Ark schools.
* Provide termly twilight training for identified staff from around the network, responding rapidly to the gaps shown by QLA analysis to target the right teachers in the right areas as soon as they are identified.
* Co-ordinate with regional subject staff to ensure that this training is followed through and seen in student work and in taught lessons to ensure impact.
* Offer availability to Ark Teacher Training for subject-specific training on a termly basis to ensure that this training is fully aligned to the Ark curriculum.
* Provide regular briefings to subject leaders and regional staff on curriculum changes, exam updates etc.
* Where a school joins as a transition school or there are attainment concerns, work with Ark curriculum ventures and regional lead teachers to ensure a bespoke package of appropriate training is rapidly put into effect.

**Other**

* Undertake other various responsibilities as directed by the line manager which relate to the postholder’s role and expertise.
* Undertake the main professional duties of a member of staff as set out in the Ark’s pay and conditions of service document.
* Comply fully with Ark policies and procedures, aligned with Ark’s ethos of high aspirations and high expectations which lead to strong outcomes for our students.

**Person Specification: Ark Curriculum Plus subject lead**

**Qualification Criteria**

* Qualified to degree level and above
* Qualified to teach in the UK
* For secondary postholders, able to teach as a subject specialist to at least GCSE level, preferably A level

**Experience**

* Excellent teacher with expertise in planning individual lessons and schemes of learning
* Proven record in delivering excellent attainment and progress
* Experience of curriculum design and implementation
* An ability to use a robust monitoring and review cycle to improve own work and the work of others
* Strong presentational skills both in writing and orally; a competent speaker in front of other teachers and leaders
* Experience of leading people and gaining alignment and engagement through effective work done and relationships built
* Experience of using data to assess the impact of planning and teaching and finding effective solutions to the issues raised through detailed and accurate data analysis – leading to high outcomes

**Knowledge and skills**

* Up to date knowledge of the national curriculum, exam specifications and thinking about learning in the relevant field
* Recent experience of delivering strong results in school
* Highly effective style that is both consultative and influential
* Highly literate and numerate individual
* Excellent communication and presentation skills
* Ability to consider both the detail and the ‘bigger picture’
* Self-motivated and resilient
* Effective team worker and leader

**Values**

* Personal vision is aligned with Ark’s high aspirations and expectations of self and others
* Genuine passion and a belief in the potential of every student
* Motivation to continually improve standards and achieve excellence above norms

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