

Job Description

Job Title: Director of Mathematics

Accountable to: Vice Principal

Core Purpose:

You will have a central responsibility for the specialism of Mathematics at AUEA including leading and directing the learning and operational management of the Mathematics Curriculum Area (MCA) to reflect both Academy and local and national priorities and to personalise routes for all learners and ensuring rigorous and continuous monitoring and evaluation of the effectiveness of curriculum provision. Your leadership will ensure that Mathematics learning is exciting and engaging and delivered in partnership with Aston University and our significant industry partners so that our young people are motivated to strive for excellence.

You will also be expected to work as a part of the senior leadership team to realise the Academy's vision by ensuring the highest standards and expectations in teaching, learning, behaviour, leadership and fiscal management are promoted and achieved.

As a Director you will lead on a whole school area of responsibility linked to your experience, specialism and CPL development.

Key Responsibilities:

Responsibility for raising the standards of all the students taught in the Mathematics Curriculum Area (MCA):

- To be responsible for the teaching of relevant teaching material within MCA.
- To contribute to the ongoing development of appropriate syllabuses, materials and schemes of work.
- To be responsible for managing the resources in the teaching rooms to which you are deployed.
- To be a tutor, when assigned, and to be responsible for carrying out the duties as set down in the generic tutor job description.
- To be responsible for carrying out a fair share of supervisory duties and cover for absent colleagues.
- To be responsible for following MCA and AUEA policy on matters such as lesson preparation, schemes of work, marking, record keeping and homework.
- To be responsible for organising a disciplined working environment in which students can achieve their maximum potential.
- To participate in appropriate meetings as negotiated within the Academy.

Responsibility for educational progress for all students in the Mathematics Curriculum Area:

- To be responsible for monitoring students progress in the Mathematics Curriculum Area by academic tracking and data analysis.
- To be responsible for reporting to and liaising with the Senior Leadership Team, other Curriculum Area Leaders, teaching/support staff, Sponsors, Aston University staff and students, industrial partners, external agencies and parents/carers.
- To ensure a culture and ethos of challenge and support where all students can achieve success and become engaged in their own learning.
- To demonstrate and articulate high expectations and sets stretching targets for all teaching staff in MCA.

Responsible and accountable for leading, managing and developing the Mathematics Curriculum Area:

- To be responsible for and to lead the team of teachers in the Mathematics Curriculum Area ensuring that they have the opportunity for appropriate professional development, including the delegation of responsibility to them when appropriate.
- To be responsible for learning and teaching, equipment, resources and the classroom management deployed in the Curriculum Area.
- Providing high quality challenge and leadership through mentoring and coaching to all Mathematics Curriculum Area teachers and support staff to ensure that learning and teaching, curriculum resourcing and Assessment Reporting and Recording are outstanding.
- To be responsible for the curriculum planning within MCA, ensuring it meets any statutory requirements. Working with the Assistant Principal – Curriculum and Assessment to link planning with the aims of the Academy and to ensure the course taught reflects the needs of our students.
- To be responsible for the finances of MCA and to ensure that expenditure maximises achievement.
- To be responsible for the allocation of teaching groups and staff within MCA.
- To be responsible for organising a disciplined working environment in MCA and to act as an interface between the Curriculum Area and the College teams.
- To be responsible for the examinations, internal and external, of all students in MCA, in liaison with the Academy Examination Officer.
- To be responsible for writing the MCA development plan and setting targets as required.
- To liaise with, guide and lead teachers in the collection and collation of information and data to evaluate the quality of provision and identify the underachievement of individuals and groups of students.
- To provide a representative for the Academy Wellbeing Group and feedback to the MCA team.
- To work collaboratively with employers and industrial partners, through the Business and Community Liaison Manager to create partnership learning plans and curriculum opportunities to enhance learning in MCA.

Responsible for line management of Mathematics Curriculum Area staff:

- Subject Leaders in Engineering, teaching staff and other relevant personnel within MCA.

Other Responsibilities:

1. Supporting and promoting the AUEA ethos and contribute to the overall aims of the Academy.
2. Being aware of and complying with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection, and reporting any concerns to an appropriate person.
3. Promoting and safeguarding the welfare of children and young people you come into contact with.
4. Appreciating and supporting the role of other professionals.
5. Attending and participating in relevant meetings as required.
6. Participating in training and performance development as required.
7. Carrying out any other reasonable request of the Principal commensurate with the grading of the post.
8. Building and maintaining high levels of staff and student morale and motivation, securing their commitment to the aims, objectives and priorities of the academy.
9. Any other responsibility mutually agreed with the Principal.