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| **Job description** | |
| **Teacher of Mathematics** | |
| **Summary of the role:** | Teachers at Wolverhampton Grammar School operate primarily in and around the classroom, but are expected in addition to contribute to the routine and extra-curricular life of the school, and to undertake pastoral work as tutors. The role of a teacher encompasses many areas and the following are minimum expectations: |
| **Subject Teaching** | * to teach and prepare lessons effectively; * to work within the departmental framework as a member of the departmental team, contributing to meetings and departmental activities; * to share the necessary administration and preparation in support of the work of the department; * to support and encourage colleagues; * to set and mark homework regularly; * to attend Parents’ Evenings to discuss pupils’ academic progress and future targets; * to complete mark lists, grades, school reports routinely and occasional special reports on pupils they teach; * to assist in the promotion of the school by helping to invigilate and/or mark the entrance examination and by making positive contributions to the open day and other marketing activities. |
| **Life of the School** | * to undertake whole school supervisory duties as directed by the Deputy Head; * to make positive contributions to the extra-curricular life of the school, either as a sports coach, running an extra-curricular activity, in the musical or dramatic life of the school or in other ways; * to take responsibility for the welfare and safety of pupils in their charge, having regard for the school’s Child Protection, Health/Safety and other policies. |
| **Pastoral and Tutorial care** | * to be responsible for the general welfare of pupils in their tutor groups and to be the first point of contact for pupils needing help; * to encourage high standards of behaviour, appearance, attendance, punctuality and work; referring persistent difficulties to the Head of Year; * to complete registration (a legal requirement) – noting absences and lateness; * to perform efficiently the routine tasks of a form tutor. |
| **The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.** | |

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| **Person Specification** | | | |
| **Teacher of Mathematics** | | | |
|  | **Essential** | **Desirable** | **Method of assessment** |
|  | These are qualities without which the Applicant could not be appointed | These are extra qualities which can be used to choose between applicants who meet all of the essential criteria |  |
| **Qualifications** | * Qualified teacher status * Good honours degree * Good A level qualifications | * Evidence of formal in-service training | * Production of the Applicant’s certificates * Discussion at interview * Independent verification of qualifications |
| **Experience** | * Teach and support students across all abilities and giving confidence to weaker students * Experience of whole school and / or department initiatives | * Teaching experience in an independent school with a proven track record of success | * Contents of the application form * Interview * Professional references |
| **Skills** | * An ability to differentiate teaching to meet all needs and to stretch the most able * The ability to motivate and inspire pupils * Strong ability to communicate orally and in writing * Empathy when working with others * Maths competency * Ability to use variety of teaching methods | * Strong organisational skills | * Contents of the application form * Interview * Professional references |
| **Knowledge** | * Knowledge of A level/GCSE Maths specification |  | * Contents of the application form * Interview * Professional references |
| **Personal competencies and qualities** | * Passionate about teaching and learning * Ability to display warmth, care and sensitivity in dealing with children and young people * A positive attitude to using authority and maintaining discipline * A willing team player who works productively * Ability to prioritise * A willingness to work with parents and carers to ensure positive outcomes * Willingness to be involved in the wider life of school |  | * Contents of the application form * Interview * Professional references |
| **The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.** | | | |