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| **JOB DESCRIPTION** | | |
| **KEY INFORMATION ON THE ROLE** | |  |
| **Position Title** | **Teacher of Mathematics/Business Studies** |
| **Reports To (title)** | **Headmaster** |
| **# Direct Reports** | **TBD** |

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| **SECTION I: JOB PURPOSE** | |
| Accountable to the Headmaster, for the effective delivery of classes within the Mathematics/Business Studies department in School. This is not an exhaustive list and other duties/requirements are at the discretion of the Headmaster. | |
| **SECTION II: KEY RESPONSIBILITIES** | |
| **Key Responsibilities:** | **Teaching & Knowledge sharing**   * Outstanding classroom practitioner providing challenging lessons at a suitable pace. * Teach Mathematics/Business Studies from KS3 up to and including GCSE and A level and prepare children for University entry in UK, USA and Europe. * Variety of teaching methods and techniques used to engage children’s differing needs. * Be a role model for students, inspiring them to be actively interested in Mathematics and Business Studies. * Follow agreed schemes of work for Mathematics/Business Studies in all key stages. * Provide high quality teaching and learning of Mathematics/Business Studies to all students. * Devise and maintain a development plan for Mathematics. * Inform staff of new Educational Developments within this field. * Share excellent practice to the wider staff body to develop their knowledge, understanding, skills and abilities.   **Assessments and development**   * Lead/be involved with the development of curricular schemes of work. * Assess children’s progress and provide effective feedback for learning to progress coherently. * Undertake assessment of students as required by external examination bodies, curriculum areas and school procedures. * Follow setting and coordinate assessment arrangements in Mathematics and Business Studies in all key stages and in all areas as required by school policies. * Monitor pupil performance, skills and attitude. * Form tutor and pastoral care.   **Compliance and Liaising**   * Administrative duties with Schools management software. * Fulfil School policies and procedures to promote AGS core values. * Liaise closely with the Headmaster and Senior Leadership Team on all academic matters * Active member in the wider school life and in particular the promotion of these subjects within and outside of the school. * Attend staff meetings, parents’ evenings and any other functions as required by the Headmaster. |
| **SECTION III: KNOWLEDGE AND SKILLS** | |
| Minimum Educational Qualifications Required for the Role | B Ed or a BA Mathematics degree and further teaching qualification. QTS is required. |
| Minimum Years of Experience Required | As per ministry regulations staff will need 2 years of experience if B Ed qualified or 5 years of experience if BA qualified with a teaching qualification. |
| Nature of Relevant Experience Required | Strong Academic background, strong knowledge of differentiated plans to work with children’s needs. Excellent knowledge of assessment strategies and their effective implementation.  An understanding of the developmental needs of our younger students. |
| Language Skills | English (first language) |
| Special Skills and Abilities | Effective communication, approachability, accessibility and flexibility. Strong ICT skills with self-motivation, initiative and solution focused |
| **SECTION IV: KEY INTERACTIONS** | |
| Key Internal Contacts: | Frequency of Interaction and Purpose and |
| Head Teacher/Principal | Daily, reporting purpose |
| Students | Daily, Teaching, assessment purpose |
| Key External Contacts: | Purpose and Frequency of Interaction: |
| Local Schools | As required |
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| **SECTION V: WORKING ENVIRONMENT** | |
| Working Conditions | Normal working conditions |

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| **JOB DESCRIPTION DOCUMENTATION** | | | |
| Documented By: |  | Signature & Date: |  |
| Reviewed HOD: |  | Signature & Date: |  |
| Approved By: |  | Signature & Date: |  |