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**Assistant Subject Leader in Maths - Job Description**

This is a generic framework for **Maths Teacher** roles.

Reference is made throughout to Professional Standards and the current School Pay and Conditions.

**Generic Principle Responsibilities:**

* Endeavour to maintain and develop the Roman Catholic character of the school in accordance with the directions given by the School Governors and subject thereto to those given by the Headteacher.
* Play a major role in supporting the essential business of St Anne’s RC High School in providing an education for the whole child and fostering in and through a Catholic atmosphere those qualities which will enable each individual to live happily and develop fully his or her intellectual, moral, physical, social, emotional and spiritual qualities.
* Meet all the criteria of TDA core and post-threshold standards, the school pay and conditions document and the responsibilities of a main-scale teacher in addition to those outlined below.

**Accountability:**

The Assistant Leader will be accountable for their area of responsibility and any expected outcomes across the department to the Subject Leader. They will be monitored and evaluated on their impact across all areas of the faculty in terms of their contribution to:

* Raising standards of student attainment and progress of all pupils and for ‘Closing the Gap’.
* Raising and maintaining standards of teaching and learning to enable the raising of standards of attainment and progress.
* Ensuring the provision of effective strategies for monitoring, mentoring and intervention to support student academic progression and address underachievement of students.
* Assisting the teaching/support staff to support student progression.
* Tracking the progress and achievements of students.

**Principle responsibilities of the post:**

**Leadership and Management:**

* Supplement leadership as part of the department leadership team involved in the achievement of department development priorities
* Contribute to:
* a cooperative team who understand their responsibilities and are consistent in the practice of school policies and procedures.
* a department handbook, keeping it up to date and in line with school expectations.
* school liaison and marketing activities and the effective promotion of the school at all events.

**Quality of Teaching and Learning:**Assist in monitoring:

* Adherence of department staff to professional duties for purposes of school self-evaluation, i.e. assessment, recording, reporting of achievement.
* The quality of teaching and learning in the faculty, in accordance with the school policy by:
  + contributing to subject reviews as appropriate;
  + contributing to subject work scrutiny;
  + contributing to appropriate CPD and programmes identified to meet the needs of individual staff identified by SLT CPD lead;
  + contributing to subject learning walks.

**Curriculum development:**

Where directed:

* Taking such part as may be required of him/her in the review, development and management of activities relating to the curriculum.
* Ensure delivery of cross-curricular initiatives.
* Ensure the department curriculum contributes to the realisation of the school curriculum vision and priorities.
* Ensure department staff are kept up to date with curriculum development issues, including: within school, locally and nationally.

**Behaviour for Learning:**

* Support the monitoring and coordination of pupil management within the department in accordance with the school BfL policy, including interrogation of BfL data.