



DRAYTON MANOR HIGH SCHOOL

www.draytonmanorhighschool.co.uk

Mathematics Key Stage 5 Coordinator

Band A (£29,664) - Band C (£48,244) plus Management Allowance 1 £2,721

We require a committed colleague with a real interest in the provision of quality and imaginative teaching of Maths to join an experienced and supportive Faculty of Mathematics.

The successful candidate will be expected to teach Maths throughout the school across the age and ability range, including the ability to teach up to and including A Level.

We recognise and value continued professional development and as such, training opportunities will be made available to you throughout your career with us.

Drayton Manor is a heavily oversubscribed and successful school. Student achievement is high with a value added score at A Level placing us in the top 12% of schools nationally and 50% of GCSE students achieving the English Baccalaureate. We are very proud of our ethos.

For further information and an application pack please visit the Job Vacancy section of the school's website: <http://www.draytonmanorhighschool.co.uk/>

For any other queries, please contact the school's Human Resources Department on 020 8357 5604.

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to apply for an enhanced disclosure from the Disclosure and Barring Service (DBS).

We reserve the right to make an appointment before the closing date, so early applications are encouraged.

No agencies, faxes or CVs





DRAYTON MANOR HIGH SCHOOL

JOB DESCRIPTION

JOB TITLE:	Mathematics Key Stage 5 Co-ordinator
FACULTY	Maths
GRADE	Management Allowance 1
RESPONSIBLE TO	Head of Faculty
JOB PURPOSE	To be responsible for the delivery of the Maths curriculum at Key Stage 5 by aiming for conditions in which teachers can operate at their optimum effectiveness so that all students achieve their full potential.

All staff have a responsibility for promoting and safeguarding the welfare of children and young persons s/he is responsible for or comes into contact with

KEY TASKS

- To contribute to the overall leadership and management of the Faculty
- To plan, coordinate and monitor the presentation of the designated Key Stage curriculum to ensure that there is appropriate and updated documentation as required
- To coordinate the development of dynamic and quality schemes of work for the Key Stage which underpins the needs of both students and teachers by addressing issues of differentiation and teaching/learning styles
- To plan, co-ordinate and implement procedures for assessment, recording, reporting, including grouping criteria, for exams and external tests as required
- To be responsible, in liaison with the Head of Faculty, for the management and monitoring of the Key Stage resources and of the Key Stage budget
- To work with the Head of Faculty to manage and monitor the application of the school discipline policy in the Faculty at the designated Key Stage
- To initiate and lead discussions in Faculty meetings on major Key Stage issues
- To identify Key Stage training needs and help to facilitate the delivery of the necessary training
- To support beginner teachers, NQTs and the rest of the Faculty team in their teaching of the designated Key Stage
- To promote a purposeful, disciplined and thriving learning environment which aims to raise student expectations, self-esteem and achievement
- To promote and safeguard the welfare of children and young persons s/he is responsible for and comes into contact with

PERSON SPECIFICATION

POST TITLE: Maths Key Stage 5 Coordinator plus Management Allowance 1
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	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Degree with Maths content PGCE or equivalent Qualified Teacher status 	<ul style="list-style-type: none"> Recent INSET in Maths KS5 related issues
Experience	<ul style="list-style-type: none"> An effective teacher with at least two year's experience teaching Maths in all ability groups. Ability to share experience to sustain a curriculum which is sensitive to the needs of all children. Experience of a range of teaching and learning styles 	<ul style="list-style-type: none"> Understanding of needs and strategies for effective differentiation.
Ability / Skills	<ul style="list-style-type: none"> Ability to teach Mathematics up to and including A level Able to translate an idea into curriculum delivery. Able to demonstrate clear understanding of KS5 educational issues Able to teach students of all abilities, meeting the needs of all students including those with SEN Able to effectively manage administration. Willingness to motivate colleagues. Perception of the post as a leadership role. 	<ul style="list-style-type: none"> Willingness to acquire skills as appropriate e.g. IT Ability to manage a budget.
Equal Opportunities	<ul style="list-style-type: none"> Awareness of equal opportunities issues and how these can be addressed in the classroom environment. 	<ul style="list-style-type: none"> Willingness to help formulate and implement equal opportunities policies.
Disposition	<ul style="list-style-type: none"> Enthusiasm for and belief in the teaching of Maths within the comprehensive ideal. Ability to function effectively under pressure. Ability to work hard with competing deadlines, prioritising appropriately, a belief in team work, collaboration and 	<ul style="list-style-type: none"> Commitment to the notion of whole school, and whole Faculty policies.

	<p>maintaining good humour</p> <ul style="list-style-type: none">• Evidence of commitment to and understanding of collective responsibility• A willingness to commit time to extra-curricular activities	
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