

Holy Trinity School Person Specification – KS Coordinator – March 2019

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Honours Graduate in Mathematics or related subject Qualified Teacher Status 	Further accredited professional development (e.g. Masters degree)
Knowledge and Understanding	<ul style="list-style-type: none"> Secure subject knowledge Understanding of how learning develops in your subject area Clear vision of the Maths curriculum Awareness of new/ recent: developments in teaching the subject; qualifications and requirements in your subject. A good understanding of how to use data for planning and monitoring. Secure knowledge of the requirements of Maths examinations syllabuses 	<ul style="list-style-type: none"> Understanding of the main issues in education today. Use of SIMS Understanding of all key aspects of quality assurance in respect of department effectiveness.
Experience	<ul style="list-style-type: none"> Teaching across at least two key stages (3-5) Taking a lead role in aspects of department development. Recent CPD/CPL which has impacted on your own practice and on students' progress. Motivate and support colleagues towards on-going improvement in the quality of teaching and learning in others Evidence of securing results for students through a team 	<ul style="list-style-type: none"> Teaching across KS3-5 Mentoring another teacher or trainee in order to develop their skills. Contributing to whole school development. Experience of handling concerns from the parent body
Teaching and Learning; ability to	<ul style="list-style-type: none"> Evidence of teaching effective and engaging lessons which enable students of all abilities to succeed. Evidence of achieving good student outcomes Demonstrate positive impact on learning and achievement in present post Use data perceptively to inform teaching and to plan appropriate interventions in your own lessons. Organise assessment data and track progress towards targets personally. Develop and share resources in support of new curriculum developments. Use ICT effectively to support learning Set and model high expectations for learning and behaviour Promote a culture of inclusion 	<ul style="list-style-type: none"> Experience of using Assessment Without Levels. Teach one of Pure Maths, Mechanics or Statistics at A level. Assess strengths and weaknesses in the teaching of others and give positive advice for improvement.
Personal Qualities	<ul style="list-style-type: none"> Enthusiasm for your subject and teaching High level of interpersonal and oral/written communication skills Ability to forge positive professional relationships with students and colleagues Able to defuse difficult situations and handle crises Understanding and supportive of the spiritual, moral, social and cultural aspects of this school Commitment to own CPD/CDL and willingness to develop professionally Adaptable and flexible 	<ul style="list-style-type: none"> A practising Christian

	<ul style="list-style-type: none"> • Ability to inspire and motivate other staff. • Reflective practitioner, ensuring a culture of continuous improvement • A positive approach to change and continuous improvement 	
Competencies	<ul style="list-style-type: none"> • Continue to develop, monitor and evaluate the effectiveness of the Mathematics curriculum area. • Demonstrate effective classroom management and create disciplined environment for learning. • Good personal organisation. Ability to meet deadlines. Well organised and with good time management. • Self motivation. Lead by example in order to motivate others • Resilient and able to cope with periods of stress and challenge • Ability to use initiative. 	<ul style="list-style-type: none"> • Leadership and management of staff/resources.
Safeguarding	<ul style="list-style-type: none"> • A clear understanding of all safeguarding matters as they relate to a large secondary school • Full understanding of safeguarding requirements and how teachers promote the welfare of children. • Able to secure Enhanced DBS and validated references. • Evidence of eligibility to work in the UK. 	<ul style="list-style-type: none"> • Recent certified safeguarding training with an established provider.

Your application should indicate as many aspects from this person specification as possible, this will be use to short list. Further evidence will be sought through documentation and during the interview process.

The Holy Trinity Church of England Secondary School is committed to safeguarding and promoting the welfare of children and young people and we cooperate with other agencies and initiatives at local and national level. We expect all staff and volunteers to share this commitment. Any successful job applicant will be required to undertake a Disclosure & Barring service check (formerly known as Criminal Records Bureau check) at an enhanced level, in line with all schools across West Sussex. Disclosures include details of cautions, reprimands or final warning as well as convictions, spent or unspent.