

**Teacher of Mathematics**

**Full Time – Permanent**

**MPS**

**an additional Recruitment and Retention of £3000 to an exceptional candidate with a proven track record of raising standards in Mathematics (to be reviewed after 3 years)**

**Permanent post available from 1st September 2021.**

#### Information for Applicants

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April 2021

Dear Applicant,

Thank you for your interest in the full time post of teacher of Mathematics at Christ the Word Catholic School. This is a full time, permanent main pay scale post, to start on 1st September 2021.

Christ the Word Catholic School opened in Sept 2019 it has seen a huge increase in numbers. Our school caters for learners aged 3 to 16 and we are very keen to ensure our transition is seamless as learners and teachers spend time in both the upper and lower school.

The Headteacher, Amanda Preston is striving for excellence to ensure that Christ the Word Catholic School provides outstanding learning opportunities for learners across all age groups.

Governors are seeking an outstanding teacher of Mathematics to join the excellent team of teachers in the Maths department of this Catholic School. We wish to appoint someone with passion for the subject to provide the best possible learning and teaching experiences.

The successful applicant will have the opportunity to contribute to the teaching of:

* Mathematics in Key Stage 3 and Key Stage 4
* Personal Finance
* Additional Mathematics

There may be opportunities to contribute to the curriculum in Early Years and Key Stage 2, depending on the skills and experience of the successful candidate.

We are very excited about our new school where learners will benefit from excellent facilities including a chapel, music rooms, an activity studio, drama studio and an all weather pitch. I enclose some additional information about the post that I trust will be helpful to you.

All shortlisted applicants will have a tour of the school during the interview day, subject to Covid regulations.

You are most welcome to contact us for an informal discussion about the school. Please call Amanda Preston, Headteacher on 01745 352999.

The closing date for applications is 9.00am on Thursday 13th May 2021. If you are interested in this vacancy, please apply on-line via the website www.denbighshire.gov.uk or complete the attached Catholic application form and email to christtheword@denbighshire.gov.uk Interviews for shortlisted candidates will be held week commencing Monday 17th May 2021.

I look forward to hearing from you and wish you well in your application.

Yours sincerely,

Mr Barry Mellor, Chair of Governors

**Further Information about the Post**

**Teacher of Mathematics**

**Christ the Word Catholic School**

Are you passionate about Mathematics? We wish to appoint a very well qualified and inspirational teacher who is keen to create and develop innovative and imaginative ways in which to teach this subject and engage our learners. The successful candidate will be willing to develop extracurricular activities and help to build upon the excellent work already established. We are looking for a dynamic team player who has energy and vision.

The new post holder will work with a small team and the SLT link, to plan and deliver outstanding learning opportunities for students in Mathematics.

**Curriculum**

Mathematics GCSE is taught to all Year 10 and 11 students, following the WJEC syllabus.

The successful candidate would be expected to contribute to schemes of work, developing Numeracy across the curriculum and be passionate about ensuring faith life is at the heart of our Catholic community.

The Mathematics team is committed to developing and using ICT to continue to improve standards and the successful candidate would need to have excellent ICT skills and show a commitment to furthering the use within the department.

**Facilities**

The Maths department has a suite of rooms in the new building, including ICT rich provision, modern library, drama studio and a modern fully equipped art studio.

**Christ the Word Catholic School**

**Person specification for the teacher of Mathematics - permanent**

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|  | **Essential** | **Desirable** | **Identified by** |
| ***Attitudes and Values*** |  | A practising Catholic | Reference |
| Committed to the achievement of high standards by all pupils in varied aspects of the school’s work |  | Reference |
| Committed to equal opportunities for all pupils and staff to reach true potential |  | Reference Interview Application |
| Committed to Catholic education and family values |  | Interview |
| Have an inclusive approach to pupils with special needs |  | Application Interview |
| Passionate about teaching Mathematics |  | Reference |
| Have the ability to cope with the expectation of the position |  | Reference  Interview |
| Resilient and motivated to deliver excellent practice |  | Reference |
| ***Qualifications*** | Qualified teacher status |  | Application |
| Good honours degree in Mathematics or similar discipline |  | Application |
| Further professional study and in-service training, including areas relevant to the position |  | Application |
|  | **Essential** | **Desirable** | **Identified by** |
| ***Experience and Leadership Qualities*** | Successful experience as an effective classroom practitioner | A proven record of achievements | Reference Application |
| High professional standards and expectations |  | Interview |
| A sound knowledge of the effective use of data |  | Application Interview |
| ***Knowledge and understanding*** | Demonstrates a sound understanding of the distinctive nature of a Catholic School |  | Application Reference Interview |
| Understanding of strategies to enhance pupil development |  | Application Reference Interview |
| Understanding of, and success in use of different approaches to pupil centred learning |  | Application Reference Interview |
| Knowledge of current educational developments and legislative changes affecting Mathematics education |  | Application Interview |
| Understanding of information technology and its place in learning and the curriculum |  | Application Reference Interview |
|  | **Essential** | **Desirable** | **Identified by** |
|  | Ability to work as a member of a team |  | Reference |
| The skills necessary to create a clear and effective decision-making process which involves others |  | Reference  Interview |
| Information technology skills |  | Reference Interview |
| Ability to think creatively, plan, monitor, evaluate and review |  | Application Interview |
| Skilled in strategies to promote positive behaviour and social inclusion  Ability to communicate clearly, both orally and in writing, with pupils, parents and colleagues. |  | Application  Interview  Application |

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| **Christ the Word Catholic School**  **Teacher of Mathematics**  **Job Description** |
| **ACCOUNTABLE TO: Head of department**  **SCALE: MPS - an additional Recruitment and Retention of £3000 to an exceptional candidate with a proven track record of raising standards in Mathematics (to be reviewed after 3 years).** |

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| **1.** | **INTRODUCTION** | | |
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| **1.1** | **NAME OF POST HOLDER: MPS/UPS/NQT** | | |
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| **1.2** | **Post Title:** | | Teacher of Mathematics |
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| **1.3** | **Post Purpose:** | | To support the Catholic ethos of the school and understand the need to contribute actively to its development.  An understanding of the distinctive nature of Catholic education.  Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document (STPCD).  To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support a designated curriculum area as appropriate.  To monitor and support the overall progress and development of students as a teacher.  To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.  To contribute to raising standards of student attainment.  To share and support the school’s responsibility to provide and monitor opportunities for personal and academic growth. |
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| **1.4** | **Reporting to:** | | Head of Learning / SLT |
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| **1.5** | **Responsible for:** | | The provision of a full learning experience and support for students. |
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| **1.6** | **Liaising with:** | | Headteacher, Leadership Team, teachers and support staff, LA representatives, external agencies and parents. |
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| **1.7** | **Working Time:** | | Full Time specified within the STPCD |
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| **1.8** | **Salary/Grade:** | | Classroom Teachers' Pay Scale |
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| **1.9** | **Disclosure level** | | Enhanced |
| **2.** | **TEACHING** | | |
| **2.1**  **2.2**  **2.3**  **2.4**  **2.5**  **2.6**  **2.7**  **2.8**  **2.9**  **2.10**  **2.11** |  | To teach students according to their educational needs, including the setting and marking of work to be carried out by the student in school and elsewhere.  To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.  To provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.  To ensure that ICT, Literacy, Numeracy and the broad curriculum are reflected in the teaching/learning experience of students.  To undertake a designated programme of teaching.  To ensure a high quality learning experience for students which meets internal and external quality standards.  To prepare and update materials.  To use a variety of delivery methods which will stimulate learning appropriate to student needs and demands of the syllabus.  To maintain discipline in accordance with the school’s policy, and to encourage good practice with regard to punctuality, behaviour, standards of work.  To undertake assessment of students as requested by Welsh government and school policy.  To mark, grade and give written/verbal and diagnostic feedback as required. | |
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| **3.** | **OPERATIONAL/ STRATEGIC PLANNING:** | | |
| **3.1**  **3.2**  **3.3**  **3.4** |  | To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the school.  To contribute to the school’s development plan and its implementation.  To plan and prepare courses and lessons.  To contribute to the whole school’s planning activities. | |
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| **4.** | **CURRICULUM PROVISION:** | | |
| **4.1** |  | To assist the SLT to ensure that the curriculum provides a range of teaching which complements the school’s strategic objectives. | |
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| **5.** | **CURRICULUM DEVELOPMENT:** | | |
| **5.1** |  | To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students and the school’s and Strategic Objectives. | |

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| **6.** | **STAFFING:** | |
| **6.1**  **6.2**  **6.3**  **6.4**  **6.5** |  | To take part in the school’s staff development programme by participating in arrangements for further training and professional development.  To continue personal development in the relevant areas including subject knowledge and teaching methods.  To engage actively in the Performance Management Review process.  To ensure the effective/efficient deployment of classroom support.  To work as a member of a designated team and to contribute positively to effective working relations within the school. |
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| **7.** | **QUALITY ASSURANCE:** | |
| **7.1**  **7.2**  **7.3**  **7.4** |  | To help to implement school quality procedures and to adhere to those.  To contribute to the process of monitoring and evaluation of teaching in line with agreed school procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required.  To review methods of teaching and programmes of work.  To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school. |
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| **8.** | **MANAGEMENT INFORMATION:** | |
| **8.1**  **8.2**  **8.3** |  | To maintain appropriate records and to provide relevant accurate and up-to date information for SIM, registers, etc.  To complete the relevant documentation to assist in the tracking of students.  To track student progress and use information to inform teaching and learning. |
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| **9.** | **COMMUNICATIONS & LIAISON:** | |
| **9.1**  **9.2**  **9.3**  **9.4**  **9.5** |  | To communicate effectively with the parents of students as appropriate.  Where appropriate, to communicate and co-operate with persons or bodies outside the school.  To follow agreed policies for communications in the school.  To take part in liaison activities such as parents’ evenings, review days and liaison events with partner schools.  To contribute to the development of effective subject links with external agencies. |

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| **10.** | **MANAGEMENT OF RESOURCES:** | |
| **10.1**  **10.2**  **10.3** |  | To contribute to the process of the ordering and allocation of equipment and materials.  To assist in identifying resource needs and to contribute to the efficient/effective use of physical resources.  To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the School and the students. |
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| **11.** | **PASTORAL SYSTEM:** | |
| **11.2**  **11.3**  **11.4** |  | .  To promote the general progress and well-being of individual students and of the class as a whole.  To liaise with SLT to ensure the implementation of the school’s Pastoral System.  To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life. |
| **11.5**  **11.6**  **11.7**  **11.8**  **11.9**  **11.10** |  | To evaluate and monitor the progress of students and keep up-to-date student records as may be required.  To contribute to the preparation of action plans and other reports.  To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.  To communicate as appropriate, with the parents of students and with persons or bodies outside the school concerned with the welfare of individual students, after consultation with the appropriate staff  To contribute to PSHE and citizenship and enterprise according to school policy.  To apply the Behaviour Management systems so that effective learning can take place. |
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| **12.** | **SCHOOL ETHOS**: | |
| **12.1**  **12.2**  **12.3**  **12.4**  **12.5** |  | To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.  To support the school in meeting its legal requirements for worship.  To promote actively the school’s corporate policies.  To comply with the school’s Health and Safety policy and undertake risk assessments as appropriate.  To perform such other duties as may be required by the Headteacher. |
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| Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. | | |

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| **13.** | **SIGNATURES:** |
| The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.  This job description is current at the date below but will be reviewed on an annual basis and, following consultation with you, may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade. | |

**Signed .......................................... Signed ......................................**

**(Teacher) (Headteacher)**

**Dated ............................................ Dated .......................................**

**(Teacher) (Headteacher)**