



**Job Description:** Mathematics and Engineering teacher

**Job Title:** Teacher of Mathematics and Engineering

**Reporting to:** Member of the Leadership Team

## **PURPOSE**

- To provide innovative and inspirational Mathematics and Engineering Teaching.
- To contribute to the development of the Mathematics and Engineering Faculty as a leading centre of educational excellence where young people are offered outstanding learning opportunities in Engineering.
- To contribute to the wider development of the School.

## **KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

### **A. Teaching**

1. Teach students according to their educational needs, including the appropriate setting and marking of work to be carried out by the student in the School and elsewhere.
2. Experience in engineering subjects including electrical and mechanical, programming and product design.
3. Assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.
4. Provide, or contribute to, oral and written assessments, reports and references relating to individual students and groups of students.
5. Ensure that ICT, Literacy and Numeracy are reflected in the teaching/learning experience of students.
6. Ensure a high quality learning experience for students, which meets internal and external quality standards.
7. Prepare and regularly update subject materials.
8. Use a variety of delivery methods, which will stimulate learning appropriate to student needs and demands of the syllabus.
9. Maintain discipline in accordance with the School's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and independent learning.
10. Undertake assessment of students as requested by external examination bodies, departmental and School procedures.
11. Mark and grade student work and give written/verbal and diagnostic feedback as required.

## **B. Pastoral System**

1. Be a Tutor to an assigned group of students.
2. Promote the general progress and well-being of individual students and the Tutor Group as a whole.
3. Liaise with a Pastoral Lead to ensure the implementation of the School's Pastoral System.
4. Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of School life.
5. Evaluate and monitor the progress of students and keep up to date student records as may be required.
6. Contribute to the preparation of Action Plans and progress files and other reports.
7. Alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.
8. 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.
9. Contribute to the spiritual, moral, social and cultural wellbeing of students according to the School policy.

### **10. Other responsibilities**

11. Be an outstanding practitioner and to undertake a teaching commitment depending on the needs of the School.
12. Attend School meetings and committees as required.
13. Provide assessment information and reports for parents/carers in line with School policy.
14. Contribute to the School's Enrichment programme, including a willingness to participate in occasional overnight visits.
15. Undertake such other duties as are commensurate with the post and which may reasonably be required by the Principal.