



Post Title:	Teacher of Maths
	JOB DESCRIPTION
Purpose:	<ul style="list-style-type: none">• 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/ Form Tutor• 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 achievement• To share and support the academy's responsibility to provide and monitor opportunities for personal and academic growth.• To be committed to the Guiding Principles of the academy
Reporting to:	Subject Leader, Maths
Responsible for:	The provision of a full learning experience and support for students.
Liaising with:	Principal/Deputies, teaching/support staff, LA representatives, external agencies and parents.
Working Time:	Full time – Temporary – Maternity Cover Fixed Term 1 year
Salary/Grade:	Main Professional Scale/Upper Professional Scale
Disclosure level	Enhanced
MAIN (CORE) DUTIES	
Operational/ Strategic Planning	<ul style="list-style-type: none">• To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies in the Curriculum Area and Department.• To contribute to the Curriculum Area and department's development plan and its implementation.• To plan and prepare courses and lessons.• To contribute to the whole academy's planning activities.• To actively use the LLOB teaching model.• To follow the departmental marking policy.
Curriculum Provision:	To assist the Subject Leader of Maths, Maths Departmental staff, to ensure that the curriculum area provides a range of teaching which complements the academy's strategic objectives
Curriculum Development:	To assist in the process of curriculum development and change so as to ensure the continued relevance to the needs of students, examining and awarding bodies and the academy's Mission and Strategic Objectives.

<p>Staffing</p> <p>Staff Development:</p> <p>Recruitment/ Deployment of Staff</p>	<ul style="list-style-type: none"> • To take part in the academy'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 Appraisal 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 academy.
<p>Quality Assurance:</p>	<ul style="list-style-type: none"> • To help to implement academy quality procedures and to adhere to those. • To contribute to the process of monitoring and evaluation of the curriculum area/department in line with agreed academy procedures, including evaluation against quality standards and performance criteria. To seek/implement modification and improvement where required. • To reflect upon and evaluate methods of teaching and schemes of work. • To take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and Student Development functions of the academy.
<p>Management Information:</p>	<ul style="list-style-type: none"> • To maintain appropriate records and to provide relevant accurate and up-to-date information for all of the relevant systems in the academy • To complete the relevant documentation to assist in the tracking of students. • To track student progress and use information to inform teaching and learning.
<p>Communications:</p>	<ul style="list-style-type: none"> • To communicate effectively with the parents of students as appropriate. • Where appropriate, to communicate and co-operate with persons or bodies outside the academy. • To follow agreed policies for communications in the academy. • Promote working practices which do not discriminate on the grounds of gender, ethnicity, religion, culture, age and disability.
<p>Marketing and Liaison:</p>	<ul style="list-style-type: none"> • To take part in marketing and liaison activities such as Open Evenings Parents Evenings, Review days and liaison events with partner schools as required • To contribute to the development of effective subject links with external agencies.
<p>Management of Resources:</p>	<ul style="list-style-type: none"> • To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the Academy, department and the students.

Personalising Learning for students (pastoral)	<ul style="list-style-type: none"> • To be a Form Tutor to an assigned group of students and carry out 1:1 interviews with all students • To promote the general progress and well-being of individual students and of the Tutor Group as a whole. • To liaise with the Year Leaders, Deputy Year Leaders and Student & Welfare Officer to ensure the implementation of the academy's Personalising Learning systems • To register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of academy life. • 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 progress files 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 academy concerned with the welfare of individual students, after consultation with the appropriate staff • To contribute to PSHE and citizenship and enterprise according to academy policy • To apply the behaviour management systems so that effective learning can take place
Teaching:	<ul style="list-style-type: none"> • To actively use the LLOB teaching model. • To teach, students according to their educational needs, including the setting and marking of work to be carried out by the student in the academy 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 other subject specialism(s) 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 subject materials according to the LLOB teaching model • 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 academy's procedures, and to encourage good practice with regard to punctuality, behaviour, standards of work and homework. • To undertake assessment of students as requested by external examination bodies, departmental and academy procedures. • To mark, grade and give written/verbal and diagnostic feedback as required.
Other Specific Duties:	
<ul style="list-style-type: none"> • To play a full part in the life of the academy community, to support its distinctive mission and ethos and to encourage staff and students to follow this example. • To support the academy in meeting its legal requirements for worship. • To promote actively the academy's corporate policies. • To continue personal development as agreed. • To comply with the academy's Health and Safety policy and undertake risk assessments as appropriate. • To undertake any other duty as specified by the Academy not mentioned in the above. <p>Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.</p>	

Lord Lawson of Beamish Academy is committed to safeguarding and promoting the welfare of students and expects all to share this commitment.

This job description may be amended at any time in discussion with the Subject Leader and the employee but will be reviewed before the commencement of the next appraisal cycle.

I have read and understand this job specification and will carry out my duties accordingly and understand that it is a working document that can be discussed, negotiated and changed at the agreement of both named parties.

Employee Date

Manager Review Date