JOB DESCRIPTION FOR MATHS LEADER KS1

1. DIRECTLY RESPONSIBLE TO:
The Headteacher

2. POST OF RESPONSIBILITY

NB: Initially this will be a non-class based post.

This is a class based post with additional, regular management time. The role is full time yet shared with a Key Stage 2 teacher to meet the needs of our growing school. The Maths Leader will be a member of the Extended Leadership team and will lead a year group.

Key Responsibilities and Objectives of Maths Leader

- To have overall leadership of the development of Maths throughout the school; ensuring that the highest standards of Maths learning and teaching are afforded to all.

The responsibilities and duties of this post include a significant responsibility that is not required of all classroom teachers and:

a) is focused on teaching and learning;
b) requires the exercise of a teacher’s professional skills and judgment;
c) requires the teacher to lead, manage and develop a key subject or curriculum area; or to lead and manage pupil development across the curriculum;
d) has an impact on the educational progress of pupils other than the teacher’s assigned classes or groups of pupils; and
e) involves leading, developing and enhancing the teaching practice of other staff.

An annual development plan that lists the key impact and outcomes sought for the coming year will be required to be agreed with and submitted to the headteacher. This plan must include clear outcomes that are derived from the School Development Plan or impact on the content of the following year’s SDP.

Successful Team focused Inspiring Attitudes Respectful Spirited
Leading and Managing a Team

- **Lead the core development team that relates to Maths.**
- **Create a climate which enables staff to feel valued,** included and to develop and maintain confidence in teaching.
- **Establish clear expectations** for staff working within a team, provide mutual support, devolve responsibilities, delegate tasks as appropriate, evaluate practice and **develop an acceptance of accountability.**
- Ensure staff (including newly qualified staff) are trained, monitored and supported.
- Ensure the Headteacher, senior staff, and governors are well informed about policies, plans, priorities and the success in meeting targets within the area.

Impact on pupils’ educational progress

- **Monitor and evaluate assessment data** to identify trends in pupil performance and issues for development.
- **Identify pupil progress target levels** throughout the team and ensure strategies and resources are in place to enable these targets to be met. Support teachers in planning appropriate strategies to achieve this.
- **Monitor pupils’ work (e.g. exercise books)** to check for appropriateness of content, progression, continuity between years, consistency of marking, achievement and standards of presentation.
- Define, evaluate and report on the effectiveness of intervention strategies used to address identified issues.
- Maintain a focus on clear and high expectations for pupils and teachers.

Leading, developing and enhancing the teaching practice of others

- **Lead the change in curriculum for Maths.**
- **Lead the development of Maths planning within the school.** Monitor and evaluate the standard of teaching of colleagues, and **provide constructive and developmental feedback** on a regular basis.
- Ensure that teachers are aware of the needs of inclusion of all pupils and groups and make provision for this in their planning.
- **Identify and promote innovative and effective teaching strategies** to meet the needs of all pupils.
- Ensure teachers are competent to teach effectively via **monitoring and observation of lesson plans.**
- **Observe colleagues teaching and provide evaluative feedback** on the effectiveness of their teaching strategies to bring about further improvement. Ensure that this feedback impacts on future planning.
- Assist in **setting clear expectations and targets for staff and pupils** in relation to standards, quality of teaching and assessment.
- **Act as role model of good classroom practice for other colleagues,** modeling effective strategies, and disseminate examples of effective practice.

Successful Team focused, Spirited, Respectful
Accountability for leading, managing and developing pupil development within the team

- Be proactive in providing the headteacher with relevant performance data and information about pupil progress within the team.
- Evaluate and report on the effectiveness of practice in the team annually, suggesting areas and issues for further improvement. Co-ordinate strategies to fulfill the improvement priorities that have been identified.
- Keep abreast of new thinking and practice by attending relevant courses, and by appropriate reading.

Signed:

_________________________________________ Maths Leader

_________________________________________ Headteacher

Date: