

Ark St Alban's Academy

Graduate Teaching Assistant (Maths)

Start date:	December 2020 (or earlier by agreement)
Location:	Conybere Street, Birmingham B12 0YH
Reports to:	Director of Maths
Salary:	£19,312
Contract:	Fixed Term Contract until 31 August 2021
Hours:	Annualised 40 hours/week, term time plus two weeks

The maths department at Ark St Alban's Academy is seeking a talented and ambitious graduate to lead pupils in making excellent progress in maths.

Our school consistently secures excellent outcomes for our pupils.

As a Graduate Teaching Assistant at Ark St Alban's Academy, you will be supported by outstanding colleagues who are experts in their field. 70% of our pupils are drawn from households ranking in the top decile for income deprivation affecting children. Despite this, the progress pupils make at Ark St Alban's Academy consistently places our school in the top 10% of schools nationally. In this role, you will have the opportunity to learn first-hand what it takes to provide a transformational education for young people.

Our young people need your support now more than ever, and as a Graduate Teaching Assistant you'll be a pillar of strength to not only the pupils, but to the school and community as a whole after what has been a turbulent and uncertain time. In this incredibly rewarding role you'll be supporting pupils, parents, and teachers, to establish a supportive learning environment in which children are able to flourish, get back on track and fulfil their potential.

In joining our school, you will also be joining the Ark network.

Our Graduate Teaching Assistants are part of national cohort all of whom are undertaking this work in Ark schools across the country. As part of this cohort you will access expert training in maths tuition and in the maths curriculum. Ark is national provider of initial teacher training and it is rated Outstanding for its provision meaning that you can be confident that the training provided for this graduate teaching assistant role will be of exceptional quality.

Our graduate teaching assistants can make an immediate impact on the life chances of our young people.

As a Church of England School, we believe that climbing the mountain to university is the best way to challenge all our pupils to fulfil their God-given talents. We also recognise our role in addressing inequality by ensuring that pupils drawn from a low-income community have the opportunity to attain an excellent education. This is a fantastic opportunity to be instrumental in providing every student, regardless of their background, a great education and real choices in life.

Our [website](http://arkstalbans.org) can provide more information about Ark St Alban's Academy.

For an informal, conversation about the role please contact Katie Roberts on 0121 446 1323 or katie.roberts@arkstalbans.org.

Please submit your application online by visiting <http://arkstalbans.org/vacancies>. The deadline for applications is 27 November 2020.

Ark St Alban's Academy

Job Description: Graduate Teaching Assistant (Maths)

The Role

To provide outstanding tuition to pupils in their study of maths and support the wider work of the maths department to achieve transformational outcomes.

Key Responsibilities

Learning Support

- Support pupil learning through the delivery of specific learning and academic programmes, setting high expectations whilst encouraging their independence and building their confidence
- Assist with whole class teaching, under the direction of a qualified teacher
- Use strategies, in liaison with the teacher to pupils in their learning objectives
- Promote inclusion, encouraging pupils to interact and work collaboratively
- Mentor students on a 1:1 and group basis, as well as planning and leading a series of booster and intervention sessions
- Observe, record and feedback information on pupil performance
- Assist in creating materials for curriculum delivery and display boards
- Assist pupils' achievement outside of the classroom, e.g. computer lab, library

Support for the school

- Supervise pupils in playgrounds, lunchrooms etc and assist with general pastoral care
- Accompany teachers and pupils on trips and out of school activities as required within contract hours, taking responsibility for pupils under the supervision of the teacher

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Ark network data protection rules and procedures
- Liaise with colleagues and external contacts at all levels with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required

This job description is not an exhaustive list and you will be expected to carry out any other reasonable tasks as directed by your line manager.



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Person Specification: Graduate Teaching Assistant (maths)

Qualifications

A Maths related degree or A-Level qualification is required, in addition to Maths and English GCSE at level 4 or above (or equivalent) and three A Level's at grade C or above (or equivalent)

Knowledge, Skills and Experience

- Proven commitment to continued professional development and a readiness to reflect and self-evaluate to change, improve and develop.
- Experience of building appropriate, effective relationships with young people.
- Good literacy and numeracy skills.
- Good interpersonal and listening skills; a high degree of emotional intelligence; and an effective oral and written communicator with children, staff and parents.
- The ability to develop positive relationships with all young people.
- Well-developed planning & organising skills including time management, prioritisation, delegation and administration.
- Sound judgement and problem-solving skills.
- Understanding of the importance of confidentiality and discretion
- Able to deal with minor incidents, first aid, and pupil's personal health and hygiene with appropriate training
- Competent user of ICT.
- Ability to lead sessions for pupils after receiving training.
- Able to speak another language, play a musical instrument or coach a sport (desirable).
- Experience planning and delivering sessions for pupils (desirable).
- Experience of having worked successfully in at least one school in an urban, multi-cultural setting, teaching pupils from backgrounds of socio-economic disadvantage (desirable).

Behaviours

- Genuine passion for and a belief in the potential of every pupil
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action.
- Belief that every student should have access to an excellent education regardless of background
- Professional outlook, detail orientated and able to multi-task and meet deadlines
- A team player that can work collaboratively as well as using own initiative
- Helpful, positive, patient and caring nature
- Calm and professional under pressure
- Understanding of the importance of confidentiality and discretion
- Flexible attitude towards work and demonstrates sound judgement

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process. This process is outlined [here](#), but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check.