Job Description: Head of KS4 Maths

**Reports to:** Head of Department

**Salary:** Ark MPS or UPS (Inner London) £32,960 - £43,689 or £48,852 - £52,976, depending on experience

**TLR:** 2b £4,784

**Contract:** Permanent

**The Role**

To deliver outstanding teaching and learning of Maths and therefore help students achieve excellent academic results and be a role-model/impact the academy more widely.

To design an engaging and challenging curriculum that inspires children to appreciate the subject and its application.

**Key responsibilities**

* To plan, resource and deliver lessons and sequences of lessons to the highest standard that ensure real learning takes place and students make superior progress
* To provide a nurturing classroom and academy environment that helps students to develop as learners
* To help to maintain/establish discipline across the whole academy
* To contribute to the effective working of the academy.

**Outcomes and Activities**

**Teaching and Learning**

* Enrich the curriculum with trips and visits to enhance the learning experience of all students
* With direction from the Head of Department and within the context of the academy’s curriculum and schemes of work, plan and prepare effective teaching modules and lessons
* Teach engaging and effective lessons that motivate, inspire and improve pupil attainment
* Use regular assessments to set targets for students, monitor student progress and respond accordingly to the results of such monitoring
* To produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils
* Develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in student achievement
* Ensure that all students achieve at least at chronological age level or, if well below level, make significant and continuing progress towards achieving at chronological age level
* Maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications
* Provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils
* Direct and supervise support staff assigned to lessons and when required participate in related recruitment and selection activities
* Implement and adhere to the academies behaviour management policy, ensuring the health and well-being of pupils is maintained at all times
* Participate in preparing pupils for external examinations.

**Academy Culture**

* Support the academy’s values and ethos by contributing to the development and implementation of policies practices and procedures
* Help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
* Help develop a small school/department culture and ethos that is utterly committed to achievement
* To be active in issues of student welfare and support
* Support and work in collaboration with colleagues and other professional in and beyond the school, covering lessons and providing other support as required.

**Other**

* Undertake and when required, deliver or be part of the appraisal system and relevant training and professional development
* Undertake other various responsibilities as directed by the Head of Department or Principal.

Person Specification: Head of KS4 Maths

**Qualification Criteria**

* Qualified to degree level and above
* Qualified to teach and work in the UK

**Experience**

* Experience of raising attainment in a challenging classroom environment
* Experience of reflecting on and improving teaching practice to increase student achievement
* Evidence of continually improving the teaching and learning of their subject through schemes of work and extra-curricular activities.

**Knowledge**

* Up to date knowledge in the curriculum area
* Understanding of the strategies needed to establish consistently high aspirations and standards of results and behaviour.

**Behaviours**

**Leadership**

* Effective team worker and leader
* High expectations for accountability and consistency
* Vision aligned with Ark’s high aspirations, high expectations of self and others
* Genuine passion and a belief in the potential of every student
* Motivated to continually improve standards and achieve excellence
* Effective listening skills that lead to a strong understanding of others

**Teaching and Learning**

* Excellent classroom teacher with the ability to reflect on lessons and continually improve their own practice
* Effective and systematic behaviour management, with clear boundaries, sanctions, praise and rewards
* Thinks strategically about classroom practice and tailoring lessons to students needs
* Understand and interpret complex student data to drive lesson planning and student attainment
* Good communication, planning and organisational skills
* Demonstrates resilience, motivation and commitment to driving up standards of achievement
* Acts as a role model to staff and students.

**Other**

* Committed to equality of opportunity and the safeguarding and welfare of all pupils
* Willing to undertake training
* This post is subject to an enhanced Disclosure and Barring Service 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*](http://arkonline.org/sites/default/files/Ark_safe_recruitment.pdf)*, but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check*.

*This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English is an essential requirement for the role.*