

INVICTUS

Education Trust

INVICTUS EDUCATION TRUST RECRUITMENT JOB DESCRIPTION

JOB TITLE: SUBJECT DIRECTOR – Maths

PAY AWARD: TBC

REPORTS TO: Strategic Lead Standards/CEO

MAIN PURPOSE OF THE JOB:

The Director of Maths is part of a team of lead professionals that take responsibility for the quality of individual subject provision, curriculum teaching and assessment. Subject Directors are jointly accountable for subject performance improvement, attainment and progress in their discreet subject areas.

The Director of Maths will work across the Trust and they will work closely with Senior Leadership teams to accelerate improvement and raise standards in Maths. Subject Directors will plan and teach high quality lessons, deliver intervention programmes and challenge and support subject teams to achieve stretching targets for outcomes. The Director of Maths will analyse performance data to ensure that students are appropriately targeted for support and work across the Trust to ensure consistency of subject quality and delivery.

MAIN DUTIES/ACTIVITIES

To promote and be committed to Invictus Education Trust's aims and objectives.

To maintain and contribute to the development of strategies in Maths.

To complete Specialist Leader in Education (SLE) training as provided by Invictus Education Trust in collaboration with partnership organisations.

To promote and be committed to securing high expectations for learning and the raising of achievement within our schools.

To assist with the effective operation of Maths teams by, individually and with others to:

- deliver highly effective teaching and impactful intervention
- design curriculum plans appropriate to curricular and exam board requirements
- developing schemes of learning, resources, teaching and learning strategies
- mark work, assess, record and report student progress
- provide a stimulating learning environment

- have due regard for maintaining health and safety and security in the schools s/he visits
- contribute to department and schools enrichment programmes
- contribute to review, monitoring and evaluation and the development of working practices
- participating in working groups and projects
- taking part in other professional development activities

Working with the Maths departments in Invictus schools to improve attainment, classroom practice, and professional development:

- leading the Maths team as a model of outstanding teaching
- raising student aspirations at all levels
- raising attainment across the department through leading improvements in teaching and learning

Working with other teachers on classroom organisation and teaching methods:

- leading continuing professional development activities
- sharing and developing best practice
- demonstrating model lessons
- team teaching
- keeping abreast of the new teaching and learning strategies
- identifying educational research to enhance existing practices
- developing action planning based on the needs of the department

Producing high quality teaching materials:

- updating existing and create new schemes of learning
- leading the introduction of new technologies as relevant to any given setting
- sharing good practice with members of staff

Advising on Professional Development:

- designing and delivering professional development activities
- participating in the planning and delivery of focused in-service training days

Helping teachers experiencing difficulties:

- observing and feeding back on the teaching of colleagues experiencing difficulties
- support a structured programme of advice and guidance within schools
- give constructive criticism

Intervention within Trust schools:

- provide workshops for students on key borderline grades
- provide targeted support for disaffected or more able students
- support strategies for helping particular groups such as underachieving boys

Other specific duties:

- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description

SUPPORT FOR THE TRUST

It is the responsibility of all adults employed at Invictus Education Trust to safeguard and promote the welfare of children and young people. This responsibility extends to a duty of care for those adults employed, commissioned or contracted to work with children or young people

Be aware of, and comply with, policies and procedures relating to child protection, health & safety, security, confidentiality and data protection, reporting all concerns to an appropriate person

To take a full part in promoting the good name of the Trust and contributing positively to the overall ethos/work/aims of the Trust and ensure equal opportunity for all

Participate in training, other learning activities and performance development as required

Recognise own strengths and areas of expertise and use these to advise and support others

Attend and participate in meetings as required

Where required comply with the Trust's Dress Code

To carry out other duties as required by the Strategic Lead Standards and CEO

All staff employed by the Trust School will be expected to accept reasonable flexibility in working arrangements and the allocation of duties including duties normally allocated to posts at a lower responsibility level, in pursuance of raising student achievement and effective team working.

Any changes will take account of salary/status/hours and will be subject to discussion, in accordance with the guidance note on contractual changes

SPECIAL CONDITIONS:

There is a confidentiality component to this role and the post holder needs to undertake the duties of this role in a strictly professional and confidential manner.

PERSON SPECIFICATIONS QUALITIES & ATTRIBUTES

To be reliable and punctual and have good attendance

Ability to relate well to children and adults and to form and maintain appropriate relationships and personal boundaries with children and young people

To be physically fit and able to undertake the duties detailed in this job description

To have a polite, friendly and flexible approach to work

To be able to work constructively as part of a team understanding of school rules, duties and responsibilities

To follow instructions

To keep calm and maintain an air of control/authority

Qualifications

- Qualified Teacher Status
- Senior Leader/Middle Leader experience

Mr Tony Bowles BA NPQH

Executive Headteacher/CEO

Invictus Education Trust

Ward House

Himley Park

Himley

Dudley

DY3 4DF