

Job Description

Post Title	Director of Mathematics
Responsible To	Headteacher
Responsible for	This post is responsible for the strategic leadership of Mathematics at Workington Academy
Liaison With	Headteacher, Workington Academy
Salary	Leadership Spine L12
Start Date	1 st September 2022
Place of Work	Your principal base of work will be in at Workington Academy; however, you may be required to work at other establishments across the Trust.
Contact Time	To be agreed
Note	The duties required of all teachers under Pay and Conditions of Service legislation are a necessary part of this job description. This is not necessarily a comprehensive definition of the post and may be subject to modification or amendment after consultation with the postholder.

The postholder will embody Cumbria Education Trust's inclusive, child centred ethos, and will be someone who:

- Will promote CET's moto '**to be the best you can be**' and model our values 3R's – **Respect, Responsibility and Resilience** at all times.
- Believes in the potential of every child and adult in the school communities across CET.
- Demonstrates confident and astute leadership at all times.
- Will become fully conversant with and the implementation of the Trust's policies.
- Is committed to developing all schools place in their community and building positive relationships.

Main Purpose:

To work in partnership with the Headteacher, to improve the educational provision in mathematics for all students.

Role specific priorities:

- To have overall responsibility for the quality of teaching and learning of mathematics at Workington Academy.
- To lead on the development of numeracy across the school
- To act as facilitator/co-ordinator of new initiatives and innovative practice in mathematics.
- To develop the quality of data on mathematics performance to ensure that it is accurate and appropriate to facilitate targeted intervention.
- Support and challenge the learning and teaching of mathematics at Workington Academy, including the development of leaders of mathematics.
- Take a lead role in CPD events.

- To support and challenge those who have responsibility for leading mathematics at Workington Academy.
- To ensure there is succession planning in place for key roles relating to mathematics at Workington Academy.
- To ensure that students engage well with the subject both inside and outside the classroom.
- To develop and implement the 11-18 mathematics curriculum.

Main Tasks:

Strategic Direction and Development of Mathematics

- Establish and promote the vision, ethos and policies of CET and the school and promote high levels of achievement.
- Work alongside the Headteacher, to deliver vision, direction and strategic leadership for mathematics.
- In partnership with the Headteacher, work to develop a strategic plan for the development of mathematics at Workington Academy.
- In partnership with the Headteacher, ensure that all those involved in the schools are committed to their aims, motivated to achieve them and involved in meeting long, medium and short term objectives and targets which secure the success of mathematics at Workington Academy.
- In partnership with the Headteacher, monitor, evaluate and review the impact of policies, priorities and targets of the school in practice and take effective action when necessary.
- Together with the Headteacher, to ensure that the school provides a caring, nurturing environment where children can feel safe, secure and comfortable, enabling them to focus on learning.
- To develop the 11-18 CET mathematics curriculum.

Teaching and Learning

- In partnership with the Headteacher, secure excellent teaching through an analytical understanding of how students learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum experiences and students' wellbeing.
- To provide an example of excellence as the leading classroom practitioner, thereby inspiring, motivating and supporting other staff.
- To work with the Headteacher to secure and sustain high expectations and excellent practice in teaching and learning throughout the school.
- Together with the Headteacher, to monitor and evaluate the quality of teaching and standards of student achievement, including the strategic use of analysis of performance data, and to set targets for improvement.

Leading and Managing Staff

- To support the Headteacher in developing and maintaining high morale and confidence amongst all staff and to set an example of high professional standards and leadership.
- To work with the Headteacher to lead, motivate, support, challenge and develop all staff to secure continual improvement; including his/her own continuing professional development.
- To line manage and review the performance of staff, as directed by the Headteacher.
- Manage own workload and that of others to allow an appropriate work/life balance.

Efficient and Effective Deployment of Staff and Resources

- In consultation with the Headteacher, to deploy staff and resources efficiently and effectively in order to meet the objectives set out in the School Improvement Plan.
- To work alongside the Headteacher and CET's Central Finance Team in delivering budgetary decisions.

Leading Assessment

- To take a role in monitoring, evaluating and tracking student progress in mathematics at Workington Academy.
- To identify development needs which lead to improvement in the teaching and learning of mathematics.
- To plan and deliver appropriate CPD that will support staff in raising standards.
- To contribute to the development of strategies to improve assessment / curriculum practice.
- To ensure that consistent practice is implemented so that effective teaching and learning in mathematics can take place.

Accountability

- To be an effective member of the wider Senior Leadership Team and be actively involved with the day to day management of the school.
- To attend LAB meetings and other meetings as appropriate.
- To ensure that standards and achievement across the school is improving for all students.
- Carry out any such duties as may be reasonably required by the Headteacher, CEO, Trust Board and the Local Advisory Board (LAB).

Communication

- Handle enquiries and complaints, when appropriate, from external agencies and stakeholders.
- Facilitate communication between the school and the wider Trust.
- Ensure correct escalation of any issues (particularly complaints)

General

- Be aware of and support difference and ensure equal opportunities for all.
- Attend and participate in regular meetings/briefings.
- Participate in training and other learning activities and performance development as required.
- Act in a manner which displays the utmost confidentiality and respect of student and staff records at all times.
- To undertake other duties commensurate with the post to ensure the smooth operation of the responsibilities of the team.
- To comply with Data Protection & GDPR policies.
- Other duties in support of the establishment as decided by the Headteacher within the scope of this post.

Safeguarding:

CET is committed to the safeguarding and promotion of the welfare of all children and young people in our care. All staff have a key role and responsibility in this area and will be subject to an Enhanced Disclosure check.

Review:

It is the practice of our schools periodically to examine employees' job descriptions and to update them to ensure that they relate to jobs as they are being performed, or to incorporate whatever changes are being proposed. It is CET's aim to reach agreement on any alterations.