



**North East  
Learning Trust**

**Lead Teacher of Maths  
Hermitage Academy**  
Applicant information pack

# Lead Teacher of Maths

## Permanent

### Required September 2024

### 1.0 FTE

### MPS/UPS plus TLR 2.3

Hermitage Academy is a part of the North East Learning Trust and is seeking to appoint a Lead Teacher of Maths to join our dedicated team.

This appointment will be based in Hermitage Academy where we have an exciting opportunity for you to join a school that has undergone real change and is on a strong, upward trajectory.

Hermitage Academy is a mixed 11-18 comprehensive school with a rapidly growing sixth form with over 1000 students from Chester-le-Street and the surrounding areas.

Our vision, along with all schools in the Trust, is that every child experiences excellence every day.

#### **We are committed to:**

- A vibrant learning community with enthusiastic and engaging students
- A positive and caring ethos
- An excellent learning environment and resources
- A team of hardworking, dedicated and friendly staff where everyone is valued
- A supportive and effective governing body

#### **We will offer you:**

- National Terms and Conditions of Employment
- Access to Teachers' Pension (for Teachers)
- Up to 1 day paid leave for staff wellbeing
- Lifestyle Savings – range of discounts from top retail brands
- Discounted gym membership
- 24/7 Employee Assistance Programme and wellbeing portal

#### **The successful candidate will:**

- Hold a QTS qualification (or equivalent).
- Have experience of teaching within the subject area
- Have excellent IT skills.
- Be a good communicator with excellent interpersonal skill
- Be proactive and self-motivated.
- Have a flexible approach to work.

**Deadline: 12.00pm, Friday 26<sup>th</sup> April 2024**

Interviews taking place 1<sup>st</sup> May 2024.

#### **How to apply:**

Application packs can be downloaded from our website.



Application forms should be returned to [Hannah.boundy@hermitageacademy.co.uk](mailto:Hannah.boundy@hermitageacademy.co.uk) or by post to Hannah Boundy, Hermitage Academy, Waldrige Lane, Chester-le-Street, DH2 3AD. You can, if you wish, submit a covering letter to support your application; please do not submit a CV unless it is to complement your application form.

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff to share this commitment. All posts will be subject to receipt of satisfactory enhanced DBS disclosure, medical and reference checks. All pre-employment checks are in line with "Keeping Children Safe in Education" and the Trust's Safeguarding Policy which is available on our website.



# Job description

**Post title:**

Lead Teacher of Maths

**Responsible to:**

Head of Maths

**Job Purpose:**

You will be required to carry out the duties of a school teacher as set out in the current School Teachers' Pay and Conditions Document.

**Generic Responsibilities:**

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher.
- To support the Head of Department and to deputise when and where appropriate.
- To ensure provision of an appropriately broad, balanced, relevant and differentiated curriculum for students studying in the curriculum area, in accordance with the aims of the school and the curricular policies determined by the Governing Body and Headteacher of the school.
- To develop and enhance the teaching practice of others.
- To monitor and support the overall progress and development of students as a manager within the curriculum area and as a Form Tutor.
- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

**Strategic:**

- To support the Head of Department in their subject area in robust self-evaluation of teaching and learning.
- To lead the development of teaching and learning within the Maths curriculum and support the training of staff.
- To plan and deliver schemes of work that meets the requirements of KS3 and KS4.
- To ensure that their own lessons consistently model best practice.
- To promote and develop appropriate extra-curricular and community activities within the department.

**Staff:**

- To contribute to the staff development, induction, NQT programmes and work closely with the AHT for CPD and staff development.
- Devise and lead workshops and development activities to train staff within the departmental area.
- Work with key staff on the development of consistently good pedagogy across the school.
- Where appropriate, working with AHT, lead whole school CPD.
- Support and coach staff in developing and extending their pedagogic repertoire.
- To model best practice in ensuring that lessons are differentiated including providing for the least able and for the most able and gifted students.
- To model best practice in the setting of homework on a regular basis and ensure that students' work is marked promptly and effectively using the school's marking policy.



- To model best practice in the effective use of student performance data, and student and staff target-setting so that this impacts on classroom practice and contributes to raising achievement.

### Quality Management:

- To assist in ensuring the effective operation of quality control systems.
- To set targets within the department and to work towards their achievement.
- To assist the Head of Maths in establishing common standards of practice within the department and assist in developing the effectiveness of teaching and learning styles in all relevant curriculum areas within the department.
- To contribute to the school procedures for lesson observation.
- To implement school quality procedures and to assist in ensuring adherence to those within the department.
- To participate in the monitoring and evaluation of the curriculum area/department in line with agreed school procedures including evaluation against quality standards and performance criteria.
- To assist in the implementation, modification and improvement, where required, within the relevant curriculum areas.
- To assist in ensuring the maintenance of accurate and up-to-date information concerning the relevant curriculum area on the management information system.
- To produce reports within the quality assurance cycle.
- To assist in identifying appropriate courses and coordinate exam entries within the department.

### Pastoral Support:

- To monitor and support the overall progress and development of students within the curriculum area
- To monitor student attendance together with students' progress ensuring that follow-up procedures are adhered to and that appropriate action is taken where necessary.
- To act as Form Tutor and carry out the duties associated with the role as outlined in the generic job description.
- To contribute to SMSC according to the school policy.
- To implement the Behaviour Management system in the department so that effective learning can take place.

### Other Specific Duties:

- To support the school in meeting its legal requirements for worship.
- To promote actively the school's corporate policies.
- To continue personal development as agreed.
- To actively engage in the staff review and development process.
- To undertake any other duty as specified by STPCB not mentioned in the above.

### General

**The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and extent of the post and the grade has been established on this basis.**



## Health and Safety:

It is the responsibility of individual employees at every level to take care of their own health and safety and that of others who may be affected by their acts at work. This includes co-operating with the Trust and colleagues in complying with health and safety obligations to maintain a safe environment and particularly by reporting promptly and defects, risks or potential hazards. Specifically:

- To report any incidents/accidents and near misses to your line manager
- To ensure own safety and safety of all others who may be affected by the Trust's business

## Safeguarding

The Trust has a Child Safeguarding policy and procedure in place and is committed to safeguarding and promoting the welfare of all its students, each student's welfare is of paramount importance to us and you are expected to share this commitment. All staff will fully comply with the Trust's policies and procedures, attend appropriate training, inform the Designated Person of any concerns, record any potential safeguarding incidents appropriately.



# Person specification

## Lead Teacher of Maths

	Essential	Desirable
Education/training	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• First degree or equivalent in Maths</li> <li>• Recent and relevant Continual Professional Development</li> </ul>	<ul style="list-style-type: none"> <li>• Good Honours Degree in Maths</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Recent and successful teacher experience in the relevant subject area at both KS3 and KS4</li> <li>• Proven track record of delivering excellent outcomes for students of all abilities</li> <li>• Minimum of two years' experience in a successful Maths Department or equivalent</li> <li>• Experience of contributing to whole school developments/CPD</li> </ul>	<ul style="list-style-type: none"> <li>• Recent and successful teaching experience in Maths at KS5/Advanced level</li> <li>• Experience of leading on whole school developments/CPD</li> <li>• Experience of making a significant contribution to improving student outcomes at departmental level</li> <li>• Experience of organising and participating in extra-curricular work</li> </ul>
Aptitude and skills	<ul style="list-style-type: none"> <li>• Excellent communication skills both verbal and written</li> <li>• Ability to work under pressure</li> <li>• Ability to lead, motivate, challenge and inspire staff and students</li> <li>• Ability to initiate and successfully implement change</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to adapt teaching to recognise new and emerging technologies</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Reliable and conscientious</li> <li>• Desire and ability to learn new skills</li> <li>• High expectations of all students</li> <li>• Caring and supportive</li> <li>• Enthusiastic team player</li> <li>• Organise, plan and prioritise effectively</li> <li>• Flexibility, adaptability and creativity</li> </ul>	



### **References:**

References will be requested prior to interview, except for non-teaching roles where there are exceptional circumstances, and the applicant does not give consent to do so on the application form.

### **DBS:**

North East Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

An application for a DBS certificate will be submitted for all candidates once they have been offered the position. For posts in regulated activity, the DBS check will include a barred list check. During the recruitment process, any offences, or other matters relevant to the position will be considered on a case-by-case basis.

Any offer of employment will be subject to receipt of a satisfactory DBS Enhanced Disclosure.

### **Pre-occupational health:**

Pre-occupational health checks are an essential part of the selection and recruitment process to assess if any reasonable adjustments are required.

### **Equal opportunities:**

We are an equal opportunity employer. We want to develop a more diverse workforce and we positively welcome applicants from all sections of the community.

Applicants with disabilities will be granted an interview if the essential job criteria are met.

