

## Garth Hill College Job Description

SALARY GRADE: TLR 2a  
POST TITLE: Key Stage Maths  
PURPOSE:

- To lead and manage all aspects of curriculum provision, learning and progress within a key stage in the relevant subject area
- To support the Subject Leader (Head of Department) in the leadership and management of the subject area.

RESPONSIBLE TO: Subject Leader Maths

RESPONSIBLE FOR: Development of curriculum within subject areas

LIAISON WITH: Subject Leader (Head of Department), teaching staff within the subject area and other key staff as appropriate.

### **In addition to the Job Description as a classroom teacher, main areas of responsibility:**

1. To keep up to date with current thinking and teaching styles specific to the key stage.
2. To implement appropriate curriculum changes to the schemes of work.
3. To provide appropriate support and training for the department.
4. To ensure schemes of work meet curriculum requirements and are appropriately engaging and challenging.
5. To attend training and support meetings appropriate to the key stage.
6. To monitor teaching and learning alongside the Head of Department.
7. To ensure that annual/ termly setting is undertaken.
8. To oversee Key Stage examinations as appropriate.
9. To support the Head of Department with the monitoring of pupils, both in terms of their academic and behavioral progress.
10. To support the use and development of appropriate classroom strategies, including College learning strategies, within the department in order to fulfil the whole college agenda.
11. To display a proactive attitude with regard to behaviour management in order to support the Head of Department effectively.
12. All employees working with children, young people and vulnerable adults have a responsibility for safeguarding and promoting their welfare

Signature:..... Date:.....