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**JOB DESCRIPTION**

**Job title: Teacher of Mathematics**

**Reporting To: Teacher in Charge of Academic Studies**

**Hours: Full time: 37 hours per week**

**Salary: £28,292 - £34,471 per annum**

**Closing date: Sunday 5 May 2024 at 5 pm**

**Job purpose:**

To lead on the delivery and embedding of the Numeracy/Mathematics curriculum including GCSE, A Level Mathematics. To motivate students and teachers to engage with mathematical skills and to reach their full potential.

**Main duties and responsibilities:**

* Support the delivery of Continuous Professional Development aimed at embedding practical numeracy in all areas of the curriculum.
* Support the Teaching and Learning Observation Team in identifying and promoting good practice in embedding numeracy.
* Support individual teachers to embed numeracy through mentoring or co-planning
* Plan and deliver appropriate schemes of work and lesson plans to meet the needs of the individual learner and the accreditation bodies.
* Assess all learners on entry to ensure appropriate resources and support are in place and plan personalised learning for each timetabled student.
* Record and report on learner progress and achievement in line with the college recording and reviewing cycle, including setting SMART and personalised goals and objectives.
* Set standards and monitor learner attendance, punctuality and retention and record this information including reporting any trends in issues to the Teacher in Charge.
* To support developments in all aspects of the RNC curriculum offer. This may include the development of an accessible VLE (Moodle).
* Communicate effectively with colleagues across college to ensure best practice for communication of relevant learner information.
* Embed Functional English, ICT and Key Skills in all lessons as appropriate and evidence related aspects of Fundamental British Values and Equality, Diversity and Inclusion to all curriculum areas as appropriate.
* Take responsibility for self, learners and visitors in all aspects of Health & Safety and Safeguarding and work in accordance with college policies and procedures to comply with regulations.
* Contributes to all aspect of the RNC Quality Cycle and external bodies and strive to continuously improve standards of teaching and learning.
* Adhere to allocated budgets and constraints as laid down by the Director of Learning and Curriculum.
* Actively participate in CPD activitiesand staff development activities, including vocationally relevant training.
* Contribute to an environment where all staff, visitors and learners conduct themselves in an acceptable way. To set an example of directly challenging any unacceptable behaviour on campus.
* Contribute to the enrichment and leisure programme which may require some evening and weekend working.

RNC is an equal opportunities employer welcoming applications from all sections of the community. We are committed to safeguarding and all successful applicants will be subject to an enhanced DBS (Disclosure and Barring Service) check.

Eligibility to work in the UK is required.

**Note: This job description covers the main, current duties and responsibilities of the job; however, it is subject to review and amendment in the light of developing or changing organisational needs. Other activities commensurate with this Job Description may from time to time be undertaken by the Job Holder.**

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**PERSON SPECIFICATION –****Teacher of Mathematics**

Essential and Desirable criteria will be assessed using a range of methods that may include: application form, interview, task or test, presentation of certificates or required document. Consideration will be given to candidates who may not hold all of the essential requirements but who can demonstrate equivalent and relevant experience.

| **ATTRIBUTES** | **MINIMUM/ESSENTIAL** | **DESIRABLE** |
| --- | --- | --- |
| Experience | * Teaching numeracy/mathematics in an educational setting * Supporting colleagues to develop their numeracy skills | * Working with people with learning difficulties and/or disabilities * Working in an educational setting teaching A Level Mathematics |
| Knowledge/skills | * Good working knowledge of all Microsoft applications * Knowledge of the mathematics curriculum | * Good working knowledge of IT * Understanding of enabling technologies eg JAWS, Supernova, Zoomtext * Understanding of braille |
| Qualifications and training | * Degree in Mathematics or related degree * PGCE,CertEd or DTTLS/PTTLS or Diploma in Education | * Qualifications in training * Qualifications in SEN |
| Aptitudes and abilities | * Clear communicator * Ability to work positively with a wide variety of colleagues * Team player * Work effectively under pressure and to deadlines * Ability to prioritise a demanding workload * Ability to take a strategic approach to improvement | * Experience of managing resources. * Be able to work with all levels of student ability. |
| Disposition, attitude and motivation | * A passion for numeracy * Excellent communication skills of technical language to a wide audience * Solutions focussed * Positive “can do” outlook * Enthusiasm, self motivation and initiative * Willingness to work flexibly in response to the needs of the organisation, including work off campus, travel and overnight stays if required |  |
| Additional/other | * Enhanced DBS (Disclosure & Barring Service) disclosure required prior to appointment being confirmed * Eligibility to work in the UK |  |