



TLR Job Description Mathematics

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Responsibility Area – Mathematics, Maths Interventions, A, G & T and Business & Enterprise

Preamble

Teaching and Learning is at the heart of everything we do and everything we strive to achieve is focused on developing the pupils' potential. The promotion and development of teaching and learning is of paramount importance to the success of our school. An individual with a TLR responsibility is expected to make a positive and measurable impact upon this.

Main purpose

In addition to:

- Fulfilling the professional responsibilities of a teacher, as set out in the [School Teachers' Pay and Conditions document](#)
- Meeting the expectations set out in the [Teachers' Standards](#)

The post holder, under the direction of the headteacher, will take lead responsibility of Mathematics and Maths Interventions to secure:

- High-quality teaching
- Effective use of resources
- Improved standards of learning and achievement for all

Duties and responsibilities

Strategic Direction

- To have responsibility - under the direction of the headteacher - for the strategic leadership and management of the subject(s).
- To contribute to whole-school aims, policies and practices, including those in relation to school self-evaluation, behaviour, discipline, bullying and race equality.
- To analyse and interpret relevant national, local and school data, research and inspection evidence to inform policies, practices, expectations, targets and teaching methods.
- To write an annual action plan and to monitor and evaluate impact against the success criteria and to use this to identify future priorities for development as part of the school improvement plan.
- To liaise with the Senior Leadership Team to ensure that secure judgements are made about overall effectiveness for the subject(s), based on systematic self-evaluation.

Leading the Curriculum

- To create a climate which enables all staff to develop and maintain positive attitudes towards the subject(s) and confidence in teaching them.
- To evaluate provision, celebrate success and challenge underperformance where necessary to ensure both short and long term gains in outcomes.
- To ensure that the subject(s) complies with all statutory requirements in terms of the curriculum, assessment and recording and reporting of pupils' attainment and progress.
- To ensure the school complies with all relevant legislation, e.g. health and safety and equal opportunities relevant to that subject.
- To implement appropriate strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.
- To ensure that teachers - through short, medium and long term plans - are clear about the teaching of lesson objectives and understand the sequence of teaching and learning.
- To use data effectively to establish clear and challenging targets for pupil achievement and improvement, including SEND, gifted and talented and for pupils whose first language is not English.

- To establish and implement clear policies and practices for assessing, recording and reporting pupils' attainment and progress.
- To maintain effective communication with governors, ensuring they are well-informed about subject(s) plans, policies and priorities.

Leading & Managing Staff

- To offer support and guidance to staff in the effective teaching of the subject(s), suggesting appropriate strategies, modelling good practice and helping to identify CPD opportunities to ensure high standards.
- To ensure that all new staff, including ECTs are appropriately supported.
- To liaise with relevant members of staff including the Senior Leadership Team and Teaching Support Staff.
- Disseminate good practice, lead CPD meetings and INSET through the provision of high-quality professional development, such as coaching, or drawing on other sources of expertise, such as the local authority and professional organisations.
- To establish staff needs and advise the Senior Leadership Team accordingly of likely priorities for expenditure.

Efficient and Effective Deployment of Resources

- To establish resource needs and advise the Senior Leadership Team accordingly of likely priorities for expenditure.
- To allocate, deploy and maintain resources with maximum efficiency to meet the objectives of the school and to ensure value for money.

Other Duties & Areas of Responsibility

- To take responsibility for your own professional development and keep up to date with recent developments in the subject.
- To develop appropriate networks with other outside agencies, including networks, local authority group, business, industry, community groups and ITT providers.
- To work with the Senior Leaders and relevant staff to set up extracurricular opportunities including visits and cultural experiences
- To develop partnerships with parents by involving them in their child's learning of the subject through effective means of communication both orally and in writing.

- Support parents and carers to understand how they can help their children to succeed.
- Create and manage a calendar of events to engage the wider community in the school.

Accountability

To contribute to the leadership, management and development of whole school practice by:

- Attending as appropriate Extended Leadership Team meetings
- Offering total external support to all decision made
- Liaising with the leadership Team and other leaders to support school improvement issues

Final Note

Please note, this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the poster holder will carry out. The postholder may be required to do other duties appropriate to the level of the role as directed by the headteacher.

This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed.

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