

JOB DESCRIPTION

POST TITLE:	Extended Leadership: Lead for Mathematics with whole school responsibility for Data and Reporting
POST RESPONSIBLE TO:	Assistant Principal
POST RESPONSIBLE FOR:	Mathematics and Computing Departments with additional whole school responsibility for Data and Reporting
SALARY:	Leadership Scale 4 to 7
CLOSING DATE:	23 rd April 2021
INTERVIEW DATE:	W/B 26 th April 2021
START DATE:	1 st September 2021

JOB PURPOSE

To lead, develop and manage the Mathematics and Computing teams within the Academy; to ensure that all learners become engaged in their own learning, are encouraged to develop their Mathematical and Computing skills and knowledge, and ultimately achieve outstanding outcomes.

DUTIES AND RESPONSIBILITIES

Extended Leadership Responsibilities

- Data collection and Reporting of attainment and progress
- Assessment data analysis and tracking of students by group
- Coordination and monitoring of intervention
- Staff CPL on the use of data
- Managing data analysis across the academy
- Baseline data
- To build the timetable in conjunction with the MIS Manager Lead the strategic use of data by Curriculum Leaders and SLT to track, monitor and support groups and individual students.
- Create the timetable in conjunction with senior leaders and the MIS Manager
- Monitor and oversee the production of user friendly and meaningful data for behaviour and attendance and punctuality
- Lead strategically, across all key stages, the systematic tracking and monitoring of student achievement
- Work closely with Assistant Principal to ensure that this data is used effectively to inform and improve standards and the quality of teaching
- Provide timely data and data analysis to Curriculum Leaders, SLT and Governors.
- Analyse assessment data with regard to student progress and in particular under achievement
- Implement tracking systems, monitoring and evaluating their effectiveness and impact in raising attainment.

- Analyse all internal and external assessments and progress data (exam results, external benchmarking etc).
- Lead on target setting for whole school and subject areas
- Ensure consistency, transparency and effectiveness in the use of data across the school.
- Duty Manager role
- Attend ESLT meetings required

Principal Responsibilities

Leading the WMG Academy for Young Engineers

In addition to the responsibilities of a teacher:

- To build, develop and lead a high performing team within mathematics and computing to ensure outstanding outcomes for learners;
- To manage the resources and budgets for Mathematics and computing;
- To produce a development plan for the department based on a thorough analysis of the strengths and areas for improvement with the department;
- To be responsible for the Performance Management process within the department;
- To ensure effective Performance Management processes are in place for the mathematics and computing team and meet regularly with individual team members;
- To promote the highest standards of teaching and learning, share best practice with other curriculum areas and develop the Academy model for outstanding learning;
- To collect, analyse and interpret student tracking data to inform curriculum, teaching and learning and intervention for students and staff within the department;
- To conduct rigorous self-evaluation in line with WMG Academy policy, sharing best practice and improving areas of weakness;
- To provide reports and plans as required by the Senior Leadership Team and Governors;
- To comply with health and safety rules and legislation, ensuring the safety of students and staff at all times. To be responsible for all aspects of teaching, learning, assessment and progress within the mathematics and IT department;
- To lead on the development of the mathematics and computing curriculum, especially the employer led commissions;
- To ensure that all staff within the team are focussed on raising achievement and delivering outstanding teaching and learning;

Curriculum

- To lead the development and implementation of the innovative mathematics and computing curriculum and relevant programmes of study;
- To engage with employers to develop learner employability skills, ensuring work related learning experiences are at the core of the WMG Academy for Young Engineers' curriculum;
- To work with other departments to map mathematics and computing into the commission projects;
- To work closely with appointed staff from the awarding body to develop and improve both the curriculum and its assessment;
- To lead and manage curriculum development and innovation using the latest techniques and technology;
- To produce an annual curriculum plan in discussion with the Principal;

- To oversee the organisation and management of assessment and examinations for mathematics and computing;
- To develop and lead a department enrichment programme for WMG Academy.

Teaching and Learning

- To ensure a high quality learning experience for students within your department;
- To make effective use of an appropriate range of observation, assessment, monitoring and recording strategies;
- To support and guide students, colleagues, parents and carers with timely, accurate and constructive feedback on students' attainment, progress and areas for development;
- To comply with assessment requirements and arrangements for the subject areas you lead and teach, including those relating to public examinations and qualifications;
- To use local and national statistical information to evaluate the effectiveness of your teaching and to monitor the progress of those you teach in order to raise levels of attainment;
- To ensure that schemes of work, including lesson plans, are in place that will enable access to the highest grades by all students in all courses taught in the curriculum area;
- To ensure the standards of teaching and learning are at least good and consistently outstanding in the subject areas overseen;
- To establish a quality assurance system to ensure that high expectations are set and met and that best practice is implemented;
- To keep up to date with developments in the curriculum area, teaching methods and resources and make relevant changes to schemes of work and lesson plans as appropriate;

Any other duties commensurate with the level of this post and as directed by the Senior Leadership Team.

Person Specification for Extended Senior Leadership and Lead in Mathematics

The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively:

REQUIREMENTS The post holder must be able to demonstrate:	ESSENTIAL (E) or DESIRABLE (D) REQUIREMENTS
QUALIFICATIONS	
Honours degree or equivalent in relevant subject	E
Post graduate or further relevant professional studies	D
Qualified teacher status	D
EXPERIENCE	
Proven record of success as a teacher in Mathematics or IT	E
Experience of managing student performance and intervention strategies to raise performance	E
An understanding and demonstration of barriers to learning and how to overcome this	E
Ability to lead whole school initiatives	D
Significant understanding of outstanding teaching, learning and assessment strategies	E
Proven experience of leading improvement in student outcomes	E
Experience of leading behaviour for learning	D
Experience of developing a team culture	D
Experience of working with other partners to achieve and ensure effective learner outcomes, both in terms of academic progression and employability	D
KNOWLEDGE AND SKILLS	
Ability to work strategically and implement creative solutions	E
Excellent leadership skills and ability to inspire peers, colleagues and teams	E
Ability to manage the performance of a diverse range of staff	E
Excellent interpersonal skills and ability to work in partnership with a diverse range of stakeholders	E
Excellent literacy, numeracy and ICT skills	E
Knowledge and understanding of health and safety policy	E
An ability to inspire students in Y10 to Y13 within lessons	D
PERSONAL ATTRIBUTES	
To work under pressure and meet deadlines	E
Confidentiality and discretion	E
Ability to organise, plan and prioritise	E
Excellent communication skills	E
A commitment to safeguarding to learners within the academy	E
Enthusiasm, optimism and energy	E

All offers are subject to clearance of references and enhanced DBS checks

FURTHER PARTICULARS

"We have some of the best companies and supply chains in our local area, and they all desperately need new talent and skills to help them grow. That is why the WMG Academy for Young Engineers is so important."

The late Professor Lord Bhattacharyya, Chairman, WMG

The WMG Academy for Young Engineers

The WMG Academy for Young Engineers Multi Academy Trust was formed in March 2015. Following the successful opening of the Coventry Academy in September 2014, the WMG Academy Trust opened its second Academy in September 2016 in North Solihull.

Formed between a partnership of the University of Warwick and with the support of national, regional and local businesses such as Jaguar Land Rover, National Grid, and Rolls-Royce, the Trust is committed to providing a better way of learning for the Engineers of the future.

The Trust is made up of members from industry including the MAKE UK, Coventry and Warwickshire Chamber of Commerce and the University of Warwick who have led the development of the WMG Academies and oversee their running from a strategic perspective. They are supported by a board of trustees and governors, all with relevant business and education experience, who shape the experience of our learners.

Each WMG Academy focuses on engineering, science, maths and digital communication technologies and caters for up to 640 learners of 14-19 years of age from Coventry, Warwickshire, Solihull and Birmingham. The WMG Academy initiates and supports the development of well-educated and industry trained learners who not only have the qualifications but also the functional skills, knowledge and personal qualities to make an impact in the worlds of work, further and higher education.

WMG Academy Coventry was rated 'Good' by Ofsted in 2017 and WMG Academy Solihull was rated 'Good' by Ofsted in 2019.

As well as a core curriculum at Key Stage 4, which includes GCSEs in the core subjects maths, science, English and Engineering Manufacture, students can select from options which include a modern foreign language, a humanities subject and free option subjects, such as art, computer science and business studies. In addition, all Key Stage 4 students can follow additional Level 2 Cambridge Nationals course in Engineering worth a further 2 GCSEs equivalent.

Students at Key Stage 5 can follow a flexible pathway bespoke to their needs. Students can opt to study 3 A Level subjects, Level 3 OCR Technical in Engineering worth the equivalent of 1 A-Level or a Level 3 BTEC Engineering qualification at Certificate Diploma or Extended Diploma level. Further BTEC qualifications are available in Art, Business, ICT and Science and students can mix qualifications to suit an

Our vision

We will ensure that our learners have raised aspirations that will provide the motivational drive to succeed. Strong employer and further and higher education links, as well as a professional ethos and culture, will ensure the learners will be in demand from employers.

Our unique status of working very closely with some of the biggest employers in the region means that we have shaped the curriculum from day one to ensure we produce learners with a professional ethos and culture that is in high demand in today's working world.

Team working is the norm and learners work together to develop the skills that employers value. We are committed to developing team working, problem solving, creativity, leadership, communication, resilience and an ability to respond to change. As staff, it is our role to model those skills and behaviours to our learners in everything that we do.

WMG Academy for Young Engineers Coventry

Opened in September 2014 by Ratan Tata, the Coventry Academy has over 450 students on roll. Located close to the Westwood area in Canley and the University of Warwick, the Coventry Academy was designed with a large Engineering Hall filled with over £1M worth of specialist equipment. Three additional dedicated CAD/CAM areas allow industry standard software to be used by students in their Engineering projects.

WMG Academy Coventry's sixth form is consistently at the top of the post-16 performance tables for the city.

Students at the Coventry Academy come from a wide catchment area which includes Solihull in the north through to Kenilworth, Warwick and Rugby in the south.

The Academy follows an 8.30am – 4.30pm timetable (Tuesday – Thursday) with enrichment opportunities offered to students that include football, F1 in schools, GreenPower and Engineering clubs, including the Royal Navy Engineering Challenge and the European Space Agency's CanSat project. Students also have access to resources at Warwick University. On Mondays and Fridays students leave at 3.20pm.

WMG Academy for Young Engineers Solihull

Opened in September 2016 the Solihull Academy boasts over £2M of specialist equipment and ICT. Developed along a similar open plan design to Coventry, the Solihull Academy occupies a slightly bigger footprint. The Academy is thriving on successful recruitment and currently has provision for five year groups including Year 10 to 13 and a Post-18 HNC cohort.

Dedicated ICT facilities include 3 CAD suites and student PC access in all teaching rooms giving unrivalled access to industry standard software. These facilities allow innovative teaching pedagogy through digital technologies. A large Engineering Hall, complemented by 'Make and Do' areas above, allows a flexible group-work approach to learning.

The Academy occupies land adjacent to the Chelmsley Wood shopping Centre, North Solihull, and draws from a wide catchment of East Birmingham, Solihull and North Warwickshire. The Solihull Academy follows the template of the 8.30am – 4.30pm working day used in the Coventry Academy (Tuesday – Thursday) and has the additional flexibility of incorporating some enrichment into the Academy day due to its close proximity to North Solihull Sports Centre and having its own multi-use games area and activity hall.

The Role

The WMG Academy Trust is looking for an extended leadership Lead for Maths with whole school responsibility for Data and Reporting who has excellent teaching, leadership and management skills. The successful candidate will inspire and enthuse students with their passion, ensuring outstanding outcomes across the Academy. This role has line management responsibility for Mathematics and Computing.

We are looking for a different kind of middle leader who wants to be at the cutting edge of teaching and learning, working differently alongside employer partners and a team of outstanding teachers, governors, parents and students. We are bringing the curriculum to life with an innovative approach using real life business problem-solving skills and embracing business-like learning behaviours.

The Academy believes that all young people deserve to become world-class learners - to learn, enjoy, succeed and thrive in a first-rate educational environment with excellent facilities, outstanding teaching and the most up-to-date resources available to them. You will benefit from visionary, inspirational and dynamic leadership and be empowered to develop your own skills.

This is a unique opportunity to be involved in an exciting academy; designing and leading an innovative approach to learning and ensuring that learners achieve the highest outcomes and opportunities.