



VALLEY INVICTA  
ACADEMIES TRUST

# Head of Mathematics

Valley Park School



## Shaping Tomorrow's Future Together

Valley Invicta Academies Trust is a dynamic, vibrant, multi-academy trust comprising of nine schools – five primary and four secondary – and Valley Invicta Teacher Training, all based in the Maidstone and Malling area of Kent.



VALLEY PARK  
SCHOOL



# Trust Welcome

Valley Invicta Academies Trust (VIAT) consists of an exceptional cluster of five primary and four secondary schools at the heart of the local community. We put the children we teach at the very centre of all we do. Our staff are equally at the heart of our schools.

We are now recruiting for a Head of Mathematics to join us. This is an exciting opportunity for an enthusiastic and committed teacher to join a very successful, mature Trust that encourages all its staff to be the best they can be.

We are looking for an exceptionally talented teacher who will use their energy and vision to make a real impact; to support the achievement of outstanding outcomes for our students and staff, as well as ensuring that our schools continue to develop their current standards and achievements – both academically and pastorally.

The successful candidate will receive encouragement, support, and guidance to develop their own career within the Trust, which prides itself on 'growing its own' talent.

# Vacancy

Valley Invicta Academies Trust is highly respected and has an exciting opportunity to build on the achievements of a very successful Mathematics Department within Valley Park School.

We would like to appoint a Head of Mathematics to join us in September 2023.

The role is for a committed and motivated professional who would like to work in a school that provides a wealth of opportunities for both its students and staff, along with wanting to be part of a family friendly, team-based workforce.

This post would be suitable for an experienced teacher looking for leadership responsibilities across the school, or a newly qualified teacher. We are looking for talented teachers.

## Who are we looking for?

We would like an enthusiastic, dedicated and ambitious team player to join us, who has a passion for Mathematics.

This is a wonderful opportunity for an enthusiastic Head of Mathematics to join a growing Trust with an established staff body, and strong department with a good spread of experience.

## Our ethos

As a Trust, VIAT recognises the need to drive standards and to reflect and adapt according to the changing context of our community and the world we live in.

Our schools continually evolve in our drive for excellence; we aspire to provide outstanding care, outstanding education and outstanding opportunities.

We have a dedicated team of professionals who are always willing to support new staff.

New opportunities, including career progression, are actively sought for all staff across the Trust.

Collaboration with like-minded colleagues within VIAT is set up to provide networking, support, quality assurance and friendship.

## Are you looking for a new challenge?

Do you:

- Love teaching?
- Strive for academic excellence?
- Want your students to feel valued, safe, and happy?
- Enjoy working within a strong team?
- Have commitment to providing an exciting range of opportunities for students?
- Inspire your students, parents/carers and colleagues?
- Believe that every student can learn, achieve, and thrive?

## Are you the right candidate?

We would like to hear from you if you are:

- An energetic and ambitious teacher with a track record of success at secondary level;
- Able to work as part of a team;
- Motivated and inspirational with high expectations of students;
- Confident and able to communicate a clear vision for the school, students and colleagues;
- Able to develop students to reach their full potential.

If you think you would thrive in this environment we want to meet you.

<b>Position</b>	Head of Mathematics
<b>Location</b>	Valley Park School
<b>Responsible to</b>	Headteacher
<b>Basis</b>	Permanent, full-time
<b>Commencement</b>	September 2023
<b>Salary</b>	MPS/UPS TLR 2:3

# Application Process

We are, of course, seeking to appoint the best possible candidate and therefore the application process will undertake all necessary measures to achieve this.

On the basis that some interested candidates may be keen to visit the Trust before making a formal application, you can arrange this by contacting Mrs H Blake, PA to the Headteacher – [h.blake@valleypark.viat.org.uk](mailto:h.blake@valleypark.viat.org.uk).

When ready to apply, suitable and interested candidates are invited to complete an online application detailing why they are suitable for the role.

If you have any queries on any aspect of the application process or need additional information, please contact Mrs H Blake, PA to the Headteacher.

The Trust is committed to safeguarding children and successful candidates will be subject to an Enhanced DBS check.

Our commitment to safeguarding is underpinned by robust processes and checks which are in place across the Trust.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

Closing date for applications

Friday 30 June 2023

Interviews and assessment activities

To be confirmed



# Person Specification

**Responsible to:** Headteacher

**Responsible for:** Mathematics

## Qualifications

- A good honours degree in Mathematics or a related subject.
- Qualified Teacher Status.
- Evidence of further study in Mathematics or a related subject is desirable.

## Experience

- Experience of teaching Mathematics in a secondary school setting to GCSE level. Ideally to have A Level experience too, but this is not essential.

## Knowledge

- A good up to date working knowledge and understanding of a range of pedagogical and behaviour management strategies.
- An understanding of the range of approaches that can be used for assessment.
- An understanding of how to personalise provision to meet the learning needs of the full range of students.
- An awareness of current legal requirements regarding the safeguarding of children.

## Skills

- Be able to plan and teach challenging and well-organised lessons;
- Be able to use a range of teaching strategies and resources;
- An ability to provide constructive feedback to students on how to improve their attainment;
- The ability to implement a clear framework for classroom discipline;
- The desire to work as a team member.

## Attributes

- High expectations of students and a commitment to ensure they can achieve their full potential;
- Positive values, attributes and high standards of professional behaviour;
- Up to date knowledge and understanding of the professional duties of teachers;
- The ability to communicate effectively with children, young people, colleagues, parents and carers;
- A commitment to improving practice through appropriate professional development;
- The desire to act upon advice and feedback and be open to coaching and mentoring.

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people;
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people;
- Emotional resilience in working with challenging behaviours;
- Attitudes to use of authority and maintaining discipline.



# Job Specification

The Head of Mathematics at Valley Park School is responsible for overseeing the Mathematics department and ensuring that students receive a high-quality education in mathematics. This includes developing and implementing curriculum, assessing student progress, and providing professional development opportunities for teachers.

You will need:

- A passion for Mathematics and a commitment to providing students with a high-quality education in the subject.
- Strong leadership and management skills, with the ability to effectively lead and supervise a team of teachers.
- Excellent communication and interpersonal skills, with the ability to effectively communicate with students, parents, and other stakeholders.
- Strong organizational skills, with the ability to effectively plan and manage departmental resources.
- A deep understanding of current trends and best practices in Mathematics education, and the ability to incorporate new research and techniques into instruction.
- Experience in curriculum development and assessment, and knowledge of common core standards and state standards.
- Strong analytical and problem-solving skills, with the ability to use data to inform instruction and make decisions.
- Strong mentoring and coaching skills, with the ability to provide professional development opportunities for teachers.

## Specific Responsibilities

### *Teaching and learning*

- Lead the development of teaching and learning in the department.
- Co-ordinate lesson observations/work scrutiny within the department.
- Organise setting and grouping arrangements as appropriate.
- Ensure that assessment of pupils is regular, appropriate, and thorough and that departmental and whole school policies are followed for reporting and recording the progress and attainment of pupils.
- Liaise with your line manager to ensure the process for data collection is reliable, valid, and appropriate for effective pupil tracking.

- Review internal and external examination results.
- Analyse benchmark test results and the use of tracking data to inform teaching and learning.
- Deal with disciplinary problems that may arise and liaise with Heads of Year and parents as appropriate in relation to any classroom management concerns within the department.
- Oversee the development and implementation of policy and practice in ensuring effective learning environments, including the presentation and management of classroom and other teaching spaces, displays.
- Support the school, as required, on whole-school teaching and learning initiatives, including initiatives to ensure effective differentiation, support, enrichment, and stretch.

### *Curriculum design and delivery*

- Develop, implement, and review the curriculum for the Mathematics department (11-18) that aligns with school and the national curriculum.
- Contribute to the wider management of the school, including by taking responsibility for relevant components of the 11-18 academic development plan, as required.

### *Staff training and development*

- Make sure that departmental INSEP/CPD is appropriately planned and delivered.
- Develop approaches to teaching and learning within the department to ensure that suitable differentiation across the ability range is embedded within classroom practice.
- Undertake lesson observations, appraisals, and performance management processes, as appropriate, to support the professional development of members of the department.
- Communicate with parents, guardians, and other stakeholders about student progress in Mathematics.
- Collaborate with other department heads and administrators to develop school-wide initiatives and policies related to Mathematics education.
- Stay current with developments in Mathematics education and incorporate new research and best practices into instruction.

# Job Specification

## Data Protection

- Work within the requirements of Data Protection at all times.

## Safeguarding

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

## Equality and Diversity

- The Trust is committed to valuing diversity in employment, service delivery practices and its general environment. An expectation of all leadership posts within the Trust is that each individual will take responsibility for promoting inclusive and accessible service provision, staff development and a culture that values and respects difference.

## Statement

The list of duties in the job description should not be regarded as exclusive or exhaustive.

There will be other duties and requirements associated with your job, and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Your duties will be set out as in this job description, but please note that Valley Invicta Academies Trust maintains the right to update your job description from time to time, to reflect changes in or to your job.

You will be consulted about any proposed changes.



# Benefits at Valley Invicta Academies Trust and Valley Park School

VIAT is a dynamic organisation with many career opportunities for new and existing staff.

Here are just some of the benefits the Trust offers:

- An open and collaborative working environment, not just within Valley Park School but across the Trust;
- A career in an organisation that values individuality and diversity.

## Professional development opportunities:

- Regular training and access to a range of internal and external programmes tailored to your learning needs throughout your career;
- Opportunities for career progression across our family of schools;
- Subsidised MA opportunities with local and national universities;
- Coaching and Mentoring Programmes.

## Financial:

- A competitive salary whereby pay progression is possible on an annual basis, following successful performance;
- Access to an attractive pension plan;
- Subsidised childcare;
- Access to a range of benefits and discounts through Kent Rewards.

## Equipment and facilities:

- Apple MacBook Air;
- A great working environment with some brand new facilities, and further developments in discussion;
- Free car parking;
- On-site catering, reasonably priced for staff;
- Social networking opportunities across the Trust to create new relationships both inside and outside the work setting.

VIAT also offers access to a range of health, wellbeing and personal support.

Our schools continually evolve in our drive for excellence; we aspire to provide Outstanding Care, Outstanding Education and Outstanding Opportunities.







# Trust Vision and Values

VIAT believes in the benefits of cross-phase education whereby all pupils, regardless of background, are taught a broad curriculum by specialist teachers across all ages; thereby enabling them to master the knowledge and skills they need to achieve their full educational and personal potential.

Our team work tirelessly to ensure that every child can be the best they can be along with providing an innovative and interactive curriculum based on the arts and academia; we aim to be at the forefront of developing new approaches to learning, embedding the 'mastery' approach to teaching and learning; securing the very best outcomes for pupils.

Our children only get one chance in their education, and it is our responsibility to provide the very best for them.

All our schools have a strong and cohesive outlook, reflecting our inclusive vision; staff and pupils are inspired to embed the values of respect and resilience, while developing personal character through additional wider curriculum activities and opportunities which motivate and enable them to grow in confidence, while cultivating thinking skills, and creative potential beyond typical expectations.

This secure foundation ensures an ambitious and aspirational approach, as well as a broader commitment to, and proactive engagement in, wider society, enabling our pupils to be fully ready - academically and personally - for their transition from primary into secondary school and a life-time of influence beyond.



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Huntsman  
Lane  
Maidstone  
Kent  
ME14 5DS

0303 303 0000

[www.viat.org.uk](http://www.viat.org.uk)