

## Job Description

School:	Westlands School
Job Title:	Assistant Headteacher - Mathematics
Responsible to:	Headteacher

### Purpose of the job

#### Leadership of the Mathematics Department:

The broad responsibilities for this post are set out in the generic leadership document entitled Professional Standards and Job Description for Subject and Learning Leaders at Westlands School, and include the duties of an Assistant Headteacher as set out in the current School Teachers' Pay and Conditions Document.

Specifically, however, this role requires the following, which will be achieved in working alongside the other Assistant Headteacher for mathematics.

- 1) Overall subject leadership for the mathematics department and line management of designated staff.
- 2) Overall responsibility for securing appropriate educational standards within all areas of the mathematics curriculum.
- 3) Responsibility for driving development plans within the mathematics curriculum area.
- 4) Responsibility to provide clear focused leadership within the mathematics curriculum area.
- 5) Responsibility for ensuring that the mathematics curriculum area is appropriately resourced within with the scope allowed.
- 6) Lead and attend meetings as and when required.
- 7) Meeting with parents and colleagues as required.
- 8) To develop the roles of members of the department with responsibilities.
- 9) To carry out the appraisal of agreed colleagues.

### **Whole school roles- Other**

- 1) To assist, as directed with school Quality Assurance.
- 2) To attend Senior Leadership Team meetings and assist with day to day management as an SLT member as directed/appropriate.
- 3) To be an active member of the Teaching and Learning Team, working alongside other Assistant Headteachers in English and Science in a creative way to ensure the spread of good practice within the mathematics department and across the school.
- 4) To be an active member of Swale Academies Trust network groups (specifically mathematics and teaching and learning) with the intention of achieving collaboration across trust schools and sharing and receiving effective strategies regards mathematics outcomes and teaching and learning.

This job description sets out the key outcomes required. It does not specifically detail the activities required to achieve these outcomes. In consultation with you, the job description may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.