HAZELWOOD INTEGRATED COLLEGE

JOB DESCRIPTION

Post:	**TEACHER OF NUMERACY AND KS3 MATHEMATICS**
Reporting to:	Head of Mathematics Department
Hours:	Full Time, Temporary to cover a Maternity.
Salary:	MPS
Post Available:	Until 30th June 2027

We are looking for a dynamic teacher committed to Integrated Education to work as part of a team committed to raising standards.

Applications are invited from suitably qualified and enthusiastic teachers.

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Senior Leadership Team.

To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, takes responsibility for professional development and motivates pupils to achieve.

AREAS OF RESPONSIBILITY AND KEY TASKS

Planning, Teaching and Class Management

Teach allocated students by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge students and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- be aware of and make provision for students who are AEN/SEN/EAL, very able, LAC or who have other particular individual needs;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- ensuring effective teaching and best use of available time;
- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- using a variety of teaching methods to: match approach to content, structure information, present a set of key ideas and use appropriate vocabulary, use effective questioning, listen carefully to students, give attention to errors and misconceptions. Select appropriate learning resources and develop study skills through library, ICT and other sources: Ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support;
- liaise with the Head of Department to ensure the implementation of department policy and best policy.

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MATHEMATICS MASTERY
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Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor students' work and set targets for progress;
- assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving;
- undertake assessment of students as requested by examination bodies, departmental and school procedures; school procedures;
- prepare and present informative reports to parents;
- undertake assessment of students and participate in the school's system reporting to parents;
- Curriculum Development.

Pastoral Duties

- promote the general progress and well-being of individual students and of the Form Tutor Group as a whole;
- liaise with the Pastoral Leader to ensure the implementation of the school's pastoral system;
- register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life;
- contribute to the preparation of Action Plans and progress files and other reports;
- alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;
- communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff;
- contribute to PSD and Careers programmes according to school policy.

Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities;
- operate at all times within the stated policies and practices of the school;
- know subject(s) or specialism(s) to enable effective teaching;
- be required to teach other subject areas depending on pupil need and demand, curriculum needs or changes and staffing demands and constraints;
- take account of wider curriculum developments;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- take part in marketing and liaison activities such as Open Evenings, Parents Evenings and events with partner schools in the North Belfast Area Learning Community;
- take responsibility for own professional development and duties in relation to school policies and practices;

- liaise effectively with parents and governors.
- use a variety of sources of evidence to evaluate the impact of teaching and learning in the classroom;
- use a variety of sources of evidence to evaluate the impact of your pastoral role;
- actively contribute to the extra-curricular programme.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

It is understood that areas of responsibility are from time to time subject to review and are negotiable in the light of the needs of the school and the professional development of the staff.

This job description may be reviewed at the end of the academic year or earlier if necessary. In addition, it may be amended at any time after consultation with you.

THE DEPARTMENT

Since joining the Maths Mastery partnership in 2014 the Hazelwood Maths department has transformed how we deliver the curriculum. We continue to nurture and develop innovative ways to support pupil learning which is at the heart of how we work.

Junior School students are taught in mixed ability tutor groups and have 5 to 6 lessons per week.

In the Senior School, there is limited streaming and students follow the CCEA GCSE Mathematics specification. The Maths department is located in eight bright and modern rooms, each with an interactive whiteboard and a wide array of physical resources.

The successful candidate will be required to contribute to the vibrant extra-curricular life of the College.

This job may be altered from time to time in line with the developing needs of the College. Criteria for this post may be enhanced to facilitate shortlisting.

Post: Teacher of Numeracy and KS3 Mathematics

(Temporary: until 30th June 2027)

		ESSENTIAL CRITERIA
1	**EDUCATION AND QUALIFICATIONS**	• Recognised or provisionally recognised, to teach by the Department of Education (NI) at either Primary or Post Primary level. • Registered with GTCNI
2	**RELEVANT EXPERIENCE**	• Experience of teaching Mathematics to either KS2 / KS3. • Ability to teach Mathematics to all ability classes and students with AEN.
3	**TEACHING AND LEARNING**	• Experience of teaching and learning approaches that develop a deeper understanding of Maths / Numeracy.
4	**COMMITMENT TO INTEGRATED EDUCATION**	• Demonstrate a positive commitment to the core principles of integrated education in practice.
5	**COMMITMENT TO PROFESSIONAL LEARNING**	• Evidence of commitment to the development of personal and professional learning.

		DESIRABLE CRITERIA
1	**COMMITMENT TO EXTRACURRICULAR AND EVIDENCE OF**	• Ability and willingness to contribute to the wider extra-curricular life of the school.