

**The Danesgate Community
City of York Council**

Post	Lead teacher for Mathematics
Grade	MPS + TLR 2b. The post holder must be a qualified teacher. This job description should be read in conjunction with City of York Council's generic job description for the post of teacher
Line Management	The post holder will be line managed by the Assistant Headteacher for Achievement
Overall responsibilities	The post holder will co-ordinate Mathematics across the school (KS1 to KS4) liaising with staff, students and parents as required.
Specific duties	<ul style="list-style-type: none"> • To work with senior leaders on all aspects of strategic planning for the specified area (this will include reviewing provision, course or programme development, staff induction and resource management) • To organise schemes of work and resources within the specified programme area and ensure resources are available on the shared area/VLE. • To meet with staff colleagues to ensure they understand work streams required and agree operational duties with staff colleagues within the specified programme area • To attend external meetings and training and organise training on aspects of the specified programme area for colleagues. • To co-ordinate examination entries for Mathematics and related courses in liaison with the Examinations Officer • To organise internal standardisation for examination courses. • To contribute to the School's Self Evaluation report • To contribute to the termly Management Committee report in liaison with the Headteacher
Review notes	This job description outlines the post as at 1.4.15 and can be reviewed at any time upon request to the Management Committee. As this is a new post it is expected that this job description should be reviewed with the post holder after 6 months