

Job Description

JOB TITLE:	Curriculum Lead - Maths
PAY SCALE:	Academic pay scale T1 – T11 with Management Supplement Scale M1 – M3
REPORTS TO:	Head of Department
CAMPUS:	Strodes
JOB PURPOSE:	The Maths Curriculum Lead is essential to manage the daily delivery of A Level, and GCSE Mathematics while driving student satisfaction through staff development and quality assurance. Collaborating with leadership, this role ensures an innovative curriculum that meets employer needs and guarantees high-quality student outcomes through the efficient and economical use of college resources.

Main Duties

1. High-Quality Instructional Delivery & Student Outcomes
2. Curriculum Leadership and Course Consolidation
3. Quality Assurance & Staff Development

1 High-Quality Instructional Delivery & Student Outcomes

- 1.1 Deliver high-quality teaching across A Level Mathematics, A Level Further Mathematics and GCSE, ensuring effective learning, strong student progress and high value-added outcomes.
- 1.2 Monitor and Assess student progress regularly, providing timely, accurate and constructive feedback, alongside the preparation of progress reports and assessment data.
- 1.3 Maintain accurate and up-to-date student records, including registers, assessment outcomes, withdrawals, transfers and examination results, ensuring compliance with college systems and timelines
- 1.4 Foster a positive and purposeful learning environment, maintaining high standards of student behaviour, engagement and morale both inside and outside the classroom, in line with college expectations.
- 1.5 Support and contribute to enrichment activities, including extra-curricular and extension opportunities that promote students' personal, academic and career development.

2 Curriculum Leadership and Course Consolidation

- 2.1 Support the development, review and continuous improvement of curriculum provision, including the design of new courses and enhancement of existing programmes to meet student, employer and higher education needs.
- 2.2 Undertake course co-ordination responsibilities as required, contributing to the effective day-to-day management of programmes.
- 2.3 Remain up to date with curriculum developments, syllabus changes and assessment requirements relevant to subject areas, ensuring teaching reflects current best practice.
- 2.4 Develop and maintain effective links with employers, industry and external organisations to enhance curriculum relevance and student progression opportunities.
- 2.5 Participate in outreach, liaison and recruitment activities, including open evenings and community engagement, promoting the College positively at all times.

3. Quality Assurance & Staff Development

- 3.1 Contribute to and uphold high standards of Teaching, Learning and Assessment through active participation in course team activities, quality assurance processes and the sharing of best practice.
- 3.2 Engage fully in the College's appraisal and performance management processes, taking responsibility for continuous professional development through research, industry engagement, networking and training.
- 3.3 Work collaboratively with colleagues, course teams and college leadership to support departmental and organisational priorities.

4 General Duties

- 4.1 Promote a teaching, learning and working environment that is free from discrimination, harassment and bullying and where all students and staff feel safe to express their individuality.
- 4.2 Be responsible for safeguarding and promoting the welfare of students.
- 4.3 Maintain student morale and discipline within the college site.
- 4.4 Through CPD ensure you keep up to date with relevant industry and academic development.
- 4.5 Conduct yourself whilst undertaking college duties within the parameters of the Group's values.
- 4.6 Any other duties commensurate with the level of responsibility within the Group.

NOTE:

This post is not exempt from the Rehabilitation of Offenders Act 1974. For further details on our policy on the Recruitment of Ex-Offenders can be found [here](#).

PERSON SPECIFICATION – CURRICULUM LEAD MATHS

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
L5 Teaching qualification or willing to work towards	X		AF
Minimum L3 vocational qualification in subject area	X		AF
L2 English	X		AF
L2 maths	X		AF
Assessor award		X	AF
Verifier award		X	AF
EXPERIENCE			
Recent experience of teaching A Level Maths and Further Maths, GCSE Maths	X		AF/IV/Test
Experience of providing pastoral support, preferably to students age 16-18	X		AF/IV/Test
Ability to demonstrate successful experience in supporting learners to high achievement	X		AF/IV/Test
SKILLS, KNOWLEDGE AND ABILITIES			
Ability to embed English and maths into curriculum	X		Test
The ability to inspire students and to deliver a high standard of teaching, learning and student support.	X		Test
Interpersonal skills to work with a range of stakeholders	X		IV/Test
Enthusiasm for teaching, learning and subject area	X		IV/Test
Good administrative skills with the ability to organise work and meet deadlines	X		AF
Commitment to safeguarding and promoting the welfare of children and vulnerable adults in college	X		IV
Commitment to inclusion	X		IV

KEY:

Evidence of all the elements marked AF or AF/IV must be present in the application form to be shortlisted for an interview

All the elements marked IV will be assessed at interview.

All the elements marked AF/IV will also be assessed at interview.

All or some of the elements may be assessed by the Test/Presentation