

# Education Achievement Service South East Wales

## Secondary Associate Adviser for Mathematics

**SALARY - SOULBURY 8 - 14 (INCLUSIVE OF SPAS)**  
**CURRENTLY £41,487 - £48 792**  
**STARTING POINT BY NEGOTIATION**

The Education Achievement Service wishes to appoint a Secondary Associate Adviser for Mathematics to join the school improvement team within the South East Wales consortium.

The role requires an excellent teacher of mathematics with a proven record of effective department practice in their current post which has secured strong performance at GCSE. The ability to provide well-crafted demonstration lessons and coaching throughout key stages 3 and 4 is essential, along with a genuine desire to support departments in developing planning and assessment in preparation for the new GCSE examinations.

The successful candidate will work closely with mathematics school improvement officers, Challenge Advisers and school leaders to ensure the highest possible standards and, in particular, rapid improvement in GCSE performance in key stage 4. To this end, applicants should:

- have the skills to engage, enthuse and inspire leaders and practitioners in mathematics;
- have the desire and ability to influence, challenge and mentor teachers and heads of department throughout the region;
- have high expectations and effective interpersonal skills;
- be excellent communicators who are able to articulate approaches that have led to high quality learning and strong pupil progress in their own classrooms;
- be strategic thinkers with a clear vision for improving mathematics teaching throughout the secondary sector;
- demonstrate very good understanding of national priorities in mathematics education;
- be team players committed to making a real difference to the life experiences and achievements of students in South East Wales.

To arrange an informal discussion about these posts please contact: **Linda Thomas** – Senior Challenge Adviser ([linda.thomas@sewaleseas.org.uk](mailto:linda.thomas@sewaleseas.org.uk) Tel: 07710 505 625)

Please e-mail completed applications to [recruitment@torfaen.gov.uk](mailto:recruitment@torfaen.gov.uk). Alternatively send application form to: The Recruitment Team, Floor 4, Civic Centre, Pontypool, Torfaen NP4 6YB.

**Closing date: 13 June 2016 at 12 noon**  
**Post Ref: REQ000817-1306**

# Secondary Associate Adviser for Mathematics

## JOB DESCRIPTION

Education Achievement Service  
South East Wales

### POST IDENTIFICATION

<b>Post Title :</b>	Secondary Associate Adviser for Mathematics
<b>Salary :</b>	Soulbury 8 - 14 (inclusive of SPAs) £41,487 - £48 792
<b>Service :</b>	Mathematics/numeracy Team
<b>Location :</b>	To be determined
<b>Responsible To :</b>	Senior Challenge Adviser –mathematics/science/technology

### JOB PURPOSE

To develop, lead and implement a regional GCSE initiative to:

- raise standards of mathematics throughout the consortium (Percentage gaining A\* - C / A - A\* grades at the end of KS4, performance in international PISA tests, teacher assessment at KS3 and performance in national numeracy tests);
- develop effective teaching and learning in mathematics and reduce variation within and across schools;
- enhance leadership and professional practice in mathematics.

### KEY RESULT AREAS

1. To collaborate effectively with mathematics school improvement officers , Challenge Advisers, Principle Challenge Advisers, school leaders and other stakeholders to ensure the highest possible standards in mathematics and, in particular, rapid improvement in GCSE performance in key stage 4.
2. To ensure planned initiatives and interventions in mathematics and numeracy:
  - a. are appropriately matched to the needs of schools and staff;
  - b. are presented to schools and staff in a way that consistently reflects the high quality of the EAS service;
  - c. secure strong improvement in learner outcomes;
  - d. build the capacity of schools to develop independently and without the need for external intervention.

## DETAILED TASK PROFILE

### Accountabilities

- The secondary associate adviser is accountable to the strategic leads for mathematics (Senior Challenge Adviser and the Secondary Mathematics Adviser).

### Principal Activities

- Engage, enthuse and inspire leaders and practitioners of mathematics in order to improve teaching and learning and raise standards throughout the region.
- Provide high quality CPD for leaders, teacher and support staff, drawing on international research and best practice reports (e.g. Estyn thematic reports and case-studies in lead practitioner / Beacon schools).
- Develop and deliver a differentiated programme of challenge and intervention which directly influences classroom practice and raises standards of achievement in mathematics.
- Provide demonstration lessons and mentoring of teachers and heads of departments.
- Support departments in developing pupils' problem-solving and thinking skills in key stages 3 and 4.
- Support schools in developing planning and assessment processes in preparation for the all areas of the curriculum together with the new GCSE examinations, including developing schemes of work and differentiated materials.
- Identify and disseminate best practice through a range of initiatives including network meetings and school to school work (e.g. 'Raising the Bar' project, lead practitioners and 'Securing Good and Aiming for Excellent' programmes).
- Facilitate wave 1 and HODs PLC-based approaches to sharing of resources for teaching and learning and online access to 'Practice worth Sharing' events.
- Promote effective self-evaluation and improvement planning and, where there is underperformance in mathematics, collaborate with challenge advisers to challenge expectations and set targets for improvement
- Represent the EAS in national and local network events, as required.
- Work as part of the wider EAS team to assist in the implementation of the service delivery plan.
- The secondary associate adviser is accountable to the strategic leads for mathematics (Senior Challenge Adviser and the Secondary Mathematics Adviser).

## KEY WORKING RELATIONSHIPS

### Internal

- Consortium members
- Corporate directors
- Heads of service and staff
- Head teachers
- Governing Bodies
- Pupils/Students
- Parents

### External

- Welsh Government
- ESTYN
- School Forum

JOB TITLE: Secondary Associate Adviser for Mathematics

## JOB SPECIFICATION

### PERSON SPECIFICATION

	ESSENTIAL	DESIRABLE
<b>QUALIFICATION</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Degree or equivalent qualification in mathematics</li> </ul>	
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• Excellent knowledge of effective teaching and learning in mathematics in key stages 3 and 4.</li> <li>• Excellent knowledge of effective strategies to support and challenge all groups of learners.</li> <li>• Secure understanding of national priorities in mathematics and of the Welsh education context.</li> <li>• Evidence of continuing professional development relating to teaching and /or leadership in mathematics.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of primary practice</li> <li>• Evidence of further professional development</li> </ul>
<b>SKILLS</b>	<p>Excellent classroom practice and the ability to:</p> <ul style="list-style-type: none"> <li>• secure high levels of performance at GCSE in mathematics</li> <li>• provide well-crafted demonstration lessons and coaching in key stage 3 and 4;</li> <li>• develop planning and assessment in preparation for the key stage 3 and the new GCSE examinations.</li> </ul> <p>Strong leadership skills and the ability to:</p> <ul style="list-style-type: none"> <li>• engage, enthuse and inspire leaders and practitioners in mathematics;</li> <li>• influence, challenge and mentor teachers and heads of department;</li> <li>• articulate approaches that have led to high quality learning and strong pupil progress in their own classrooms;</li> <li>• think strategically and convey a clear vision for improving mathematics teaching throughout the secondary sector;</li> <li>• communicate effectively in speech and writing and relate to a wide range of audiences and stakeholders;</li> </ul>	

	<ul style="list-style-type: none"> <li>• secure significant improvement in mathematics departments, through close working with the head of department and their line manager.</li> </ul>	
<b>EXPERIENCE</b>	<p>Proven record of effective practice in:</p> <ul style="list-style-type: none"> <li>• teaching mathematics across all abilities in key stages 3 and 4;</li> <li>• developing teaching modules and differentiated resources;</li> <li>• using formative and summative assessment to evaluate and track pupil progress;</li> <li>• using performance data to underpin self-evaluation and inform improvement planning.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in leading department and whole school initiatives.</li> <li>• Senior leadership experience.</li> <li>• Local authority school improvement experience</li> </ul>
<b>OTHER</b>	<ul style="list-style-type: none"> <li>• Ability and willingness to operate effectively within a team to achieve service aims.</li> <li>• The ability to prioritise and work to deadlines.</li> <li>• The personal capacity to deliver rigour in all aspects of service delivery in the interests of securing better outcomes for learners.</li> <li>• The resilience to sustain the focus on improvement in the event of disengagement or resistance.</li> <li>• The knowledge and skills necessary to use ICT effectively in day to day work.</li> <li>• The ability to work flexibly across all authorities within the consortium.</li> <li>• Access to a car to travel across and throughout the 5 Councils and other locations as required.</li> <li>• An understanding of data protection requirements</li> <li>• A clear DBS check</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>