**Job Description:**

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| **Post:** | ***Maths Coach – South Downs Campus***  |
| **Salary Grade:** | *£19.29 per hour* |
| **Responsible to:** | *Programme Leader / Head of Faculty* |
| **Responsible for:** | *Supporting individuals and small groups to overcome barriers and make progress in Mathematics* |

**Key Purpose:**

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| **1** | To ensure outstanding success and progression of all students within the relevant Department through the delivery of inspirational teaching, learning and assessment.  |
| **2** | To engage collaboratively with all Course Managers in a culture of high expectations, high standards and mutual respect  |

**Key Responsibilities and Accountabilities:**

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| **A** | To liaise with the Maths team and identify students that require additional support to achieve their GCSE Maths at 4 or above |
| **B** | To provide interventions to individuals and small groups to support their progress, based on assessments by staff |
| **C** | To feedback on progress to the individuals and Maths team members, updating and recording interventions  |
| **D** | To support the research, design and implementation of learning resources that can be used to facilitate delivery of small group and 1:1 intervention. |
| **E** | To be a strong role model and advocate for Maths at every opportunity |
| **F** | To follow up with students who fail to attend intervention or disengage |
| **G** | Support intensive revision sessions, in year with allotted students |
| **J** | To undertake relevant continuous Professional Development, maintain effective learning and attend appropriate training as required  |

**Cross-College Responsibilities and Accountabilities:**

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| **1** | Participate in Performance Management and professional development activities as required.  |
| **2** | Value and promote diversity and equal opportunities. |
| **3** | Work within health and safety guidelines and be aware of your responsibilities for health and safety.  |
| **4** | Adhere to all College policies and procedures.  |
| **5** | Be responsible for safeguarding and promotion of the welfare of children, young people and vulnerable adults.  |

This job description is current as at the date shown below. In consultation with you, it is liable to variation by management to reflect or anticipate changes in or to the job.

**Person Specification**

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|  | **QUALIFICATIONS & TRAINING** | **Essential** | **Desirable** |
| i | Degree in relevant subject or equivalent in Maths |  | D |
| ii | Certificate in Education/PGCE or equivalent. |  | D |
| iii | Coaching Qualification  |  | D |
|  | **KNOWLEDGE, EXPERIENCE & UNDERSTANDING (CURRENT)** |  |  |
| iv | High level of specialist knowledge of Maths | E |  |
| v | Experience of coaching individuals to achieve a goal  | E |  |
| vi | Ability to teach and supporting Maths to small groups or one to one basis. | E |  |
| vii | Ability to offer successful pastoral support to cohort teaching group.  | E |  |
| viii | Confident and creative in the use of IT to promote and enhance learning. | E |  |
|  | **SKILLS & ATTRIBUTES** |  |  |
| ix | Excellent communication skills. | E |  |
| x | Sound understanding of and commitment to safeguarding and equality and diversity in the context of education. | E |  |
| xi | A passion for both your subject and for student success. | E |  |
| xii | A flexible and proactive approach; and an ability to react quickly to changes in circumstances and environment. | E |  |
| xiii | Self-motivated with the ability to be inspirational, innovative and display initiative. | E |  |
| xv | Ability to multi task and cope with a demanding work schedule. | E |  |
| xvi | Ability to engage students that are demotivated or lack confidence to improve their Mathematical skills. | E |  |