**Job Description**

 **Full Time Mathematics teacher**

**Required from September 2018**

As an all-girls school nestled in the heart of Exeter, The Maynard has an enviable record of incredible results matched with a truly warm and friendly spirit. We provide a happy, secure and lively environment where every child’s individuality and unique talents can shine through.

We seek a well-qualified, inspirational and enthusiastic Mathematics teacher to join a thriving, highly successful and expanding department from September 2018. The successful candidate will work within a committed and effective team that routinely shares teaching ideas and good practice whilst continuously developing engaging resources. All members of the department contribute to the Mathematics enrichment programme, including support and extension classes, Oxbridge preparation, national competitions and challenges.

This is a unique opportunity to join a top independent girls' day school with a long tradition of academic excellence and a commitment to developing each learner to their full potential. Visits prior to interview are welcome.

The Maynard has its own salary structure closely aligned with the National scale.

**Closing date for receipt of applications: noon, Thursday 1st March 2018**

**Interviews will be held on: Thursday 8th March 2018**

The Maynard is committed to the safeguarding of children and child protection screening is applied to all posts.

**Job Description**

The successful applicant will be required to:

* teach Mathematics alongside other members of the Department as organised by the Head of Department**,** attend regular departmental meetings anddiscuss with the Head of Department any professional development needs
* liaise over the preparation and marking of examinations, the delivery of the syllabus and the development of cross-curricular links
* co-operate in the preparation and marking of classwork and homework
* work with the Head of Department as their Line Manager
* be aware of and act on SEND requirements
* keep abreast of the relevant exam specifications
* set work if absent from school for medical or CPD reason

**Responsibilities within the Department specific to this post**

* to be discussed at interview, based on individual strengths, interests and experience

**Responsibilities outside the Department**

Teaching, preparation, assessment, record-keeping, the writing of reports, pastoral care and liaison with parents are regarded as an integral part of every teacher’s commitment as well as being part of a tutor team. All members of staff are required to familiarise themselves with the contents of the Staff Handbook and Safeguarding Policies and to abide by the codes of practice they contain.

If you have any queries regarding the role, please do not hesitate to contact Zoe Cunningham.