

## Person Specification: Head of Maths

Attributes	Essential	Desirable	How Identified
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status (QTS)</li> <li>• Degree or equivalent qualification in Maths or a related subject</li> <li>• Evidence of recent, relevant professional development in teaching, curriculum or leadership</li> </ul>	<ul style="list-style-type: none"> <li>• NPQLT/NPQSL or equivalent leadership qualification</li> <li>• Evidence of advanced study in Maths, numeracy or education leadership</li> </ul>	Q, A
<b>Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Successful teaching of Maths at KS3 and KS4, with a track record of strong outcomes</li> <li>• Experience of leading or significantly contributing to the leadership of a Maths department</li> <li>• Experience using assessment data to track progress and raise attainment</li> <li>• Secure understanding of GCSE Maths specifications and assessment frameworks</li> <li>• Experience monitoring the quality of teaching and learning</li> <li>• Experience of line management, coaching or mentoring staff</li> <li>• Experience contributing to departmental or whole-school improvement planning</li> <li>• Experience of leading or contributing to literacy development</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading a department</li> <li>• Experience of whole-school literacy leadership</li> <li>• Experience working with external partners (e.g. theatres, literacy organisations, partner schools)</li> <li>• Experience managing budgets and resources</li> </ul>	A, I, R

<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• High expectations of self and others</li> <li>• Commitment to inclusive, high-quality Maths education</li> <li>• Passion for literature, language and literacy</li> <li>• Resilient, reflective and solution-focused</li> <li>• Professional integrity and strong sense of accountability</li> <li>• Ability to inspire and motivate students and staff</li> <li>• Willingness to lead innovation and change</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of wider contribution to school life (e.g. enrichment, clubs, trips)</li> <li>• Commitment to research-informed practice</li> </ul>	A, I, R
<b>Planning and Organisation</b>	<ul style="list-style-type: none"> <li>• Ability to plan, implement and review a coherent and ambitious Maths curriculum</li> <li>• Strong organisational skills and ability to meet deadlines</li> <li>• Ability to prioritise workload across teaching and leadership responsibilities</li> <li>• Experience contributing to or leading department development plans</li> <li>• Experience managing examination preparation and administration processes</li> </ul>	<ul style="list-style-type: none"> <li>• Experience leading whole-school curriculum initiatives</li> <li>• Experience designing long-term curriculum models (e.g. KS3–KS4 progression)</li> </ul>	A, I, T

<b>Management and Teamwork</b>	<ul style="list-style-type: none"> <li>• Ability to lead and manage a team effectively</li> <li>• Ability to support and challenge colleagues professionally</li> <li>• Experience of line management, appraisal or staff development</li> <li>• Ability to build a collaborative and high-performing team culture</li> <li>• Experience leading departmental or whole-school initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading change across a department or faculty</li> <li>• Experience developing early career teachers</li> </ul>	A, I, R
<b>Communication and Influence</b>	<ul style="list-style-type: none"> <li>• Clear and effective written and verbal communication skills</li> <li>• Ability to communicate high expectations and provide constructive feedback</li> <li>• Ability to build positive relationships with students, staff and stakeholders</li> <li>• Ability to influence teaching practice and drive improvement</li> <li>• Experience communicating with parents and external stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Experience representing a department at whole-school or external level</li> <li>• Experience working with external partners (e.g. cultural organisations, universities)</li> </ul>	A, I, R

## Key

A = Application   I = Interview   P = Presentation  
Q = Qualification certificates   R = Reference   T = Task