

Job title:	Primary Mathematics Teaching and Learning Adviser
Job ref:	HFL1434
Hours:	37 per week. Part-time considered
Salary:	Starting salary from FTE £49,000+ per annum based on appropriate skills and experience
Contract:	Fixed-term for 1 year from 01/09/22 – 31/08/23
Reports to:	Lead Primary Mathematics Adviser
Team:	Primary Mathematics Advisory Team
Location:	Hybrid working consisting of remote working, with flexibility required to work across educational settings in Hertfordshire and neighbouring counties, with occasional visits to Robertson House, Stevenage.

Our company

Herts for Learning (HfL) is an award-winning provider of products and services to schools and educational settings within and outside Hertfordshire. We believe that every young person, through access to a great education, should be able to realise their potential, regardless of where they live or their circumstances.

We focus on supporting the schools we work with to achieve successful long-term outcomes for their children. HfL is majority owned by Hertfordshire schools and operates with a not-for-profit ethos.

Job context

Our specialist Mathematics advisers are skilled classroom practitioners with a wealth of school improvement experience who work with schools and academies to build bespoke packages of support. Working with mainstream, independent and special schools, our packages of support focus on building the capacity of Mathematics subject leaders and improving quality first teaching through strengthening teacher subject knowledge. We have a proven track record of working effectively to develop approaches that ensure that schools remain at the forefront of outstanding practice.

Advisers deliver central training and regularly present at national and regional conferences and have contributed articles to a range of educational publications. We also enjoy hosting our own conferences.

Purpose of the job

- To raise standards, maximise pupil achievement and improve the quality of teaching and learning of Mathematics in Hertfordshire primary schools

- To maintain and communicate a passion for school improvement, maximising opportunities for all and closing the achievement gap for vulnerable pupils
- To maintain an overview of primary school development, ensuring schools are well informed and that Herts for Learning maintains its position as a cutting-edge provider of school improvement services
- To ensure the future of the service by identifying and undertaking trading activities, maximising income and contributing to a team traded target.

To provide advice, training and bespoke packages of consultancy and support to develop and enhance the teaching and learning of Mathematics in Hertfordshire's primary schools through:

- Central and localised training e.g. clusters and networks
- Tailored school-based training e.g. Inset and staff meetings
- Individual coaching and modelling for middle leaders, classroom practitioners and support staff
- Tailored packages of continued professional development at both strategic and operational level, these range from individual pieces of work to comprehensive on-going support. Support and training may be delivered face-to-face or remotely.

Main areas of responsibility

The team of Primary Mathematics Teaching and Learning Advisers maintain a high level of knowledge, experience and skills in the development of Mathematics within the primary curriculum. The Advisers have a passion for and a commitment to supporting schools to raise the achievement of all pupils.

The role encompasses the following duties:

- To provide bespoke traded support and consultancy to primary schools in the development of effective teaching and learning within Mathematics;
- To provide training and support to schools, teachers and support staff in developing pedagogical strategies which raise attainment in mathematics for the most vulnerable pupils and close the achievement gap on their peers;
- To provide support for vulnerable schools through school-based consultancy e.g. extended packages of support;
- To develop sustainable systems within schools to effect stronger management and middle leadership which ultimately result in improvements in Mathematics teaching and learning;
- To promote best practice to schools; monitoring, evaluation and reporting to the Lead Adviser and the Director of Primary Education on progress;
- To liaise with other advisers working in the Primary Education Team;
- To develop trading opportunities with schools through the development of cutting edge resources and training.

The duties and responsibilities listed above describe the post as it is at present. The post holder is expected to accept any reasonable alterations that may from time to time become necessary.

Person specification

Please provide a supporting statement outlining why you are applying and how you meet the criteria below:

Knowledge:

- Be a qualified, outstanding Primary teacher (essential).
- Have excellent knowledge of the Primary Curriculum (particularly with respect to Mathematics) (essential).

Experience of;

- Leadership and management in a primary school (as a subject leader or senior leader) to implement change and development in Mathematics (essential).
- Observing, monitoring and evaluating the quality of teaching and learning, including giving feedback to teachers and impact upon pupil's learning (essential).
- Leading professional development and supporting teachers and schools to improve outcomes for pupils (essential).

Skills and abilities:

- Demonstrate a strong commitment to improving children's learning (essential).
- Have excellent interpersonal, coaching, communication and presentation skills (essential).
- Have good IT skills and be proficient with using Microsoft Office (essential).

Equal Opportunities

HfL is committed to being an equal opportunities employer. We insist on the equal treatment of all current and prospective colleagues and will never condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

HfL is also equally committed to becoming an anti-racist organisation and we encourage you to view our [Anti-racist position statement](#) which gives clarity on our anti-racist stance. In our relentless efforts to be an anti-racist organisation, we recognise the negative impacts of under representation and lack of diversity in our organisation, our education system and in all aspects of our society. Therefore, for recruitment into any HfL post, where we have 2 or more candidates of equal merit, candidates with protected characteristics will be given advantage over candidates without such characteristics. This is sometimes referred to as a 'tie-breaker' and is referred to as 'positive action' in the Equality Act 2010.

To help us meet our high standards and aspirations of a fully diverse and inclusive workplace, we strongly encourage suitably qualified applicants from all backgrounds to apply and to join us.

Please note that if you are invited to interview, we will expect you to be prepared to discuss unconscious bias with us; we find these conversations more than any others give us all a good idea of what working together will be like.

Disclosure and Barring Service

This post may be subject to full pre-employment checks and is exempt from the Rehabilitation of Offenders Act 1974. Please note that additional information referring to the Disclosure and Barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

Health and safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Intellectual property rights

It is a contractual requirement of all employees of HfL to protect the intellectual, property rights of the company and to adhere to our company policy with regard to IP.

APPLICATION PROCESS

For an informal discussion regarding the role, please contact David Cook via email on david.cook@hertsforlearning.co.uk and provide your mobile phone number so a mutually convenient time can be arranged to discuss the role.

To apply, email hfl.recruitment@hertsforlearning.co.uk with a detailed CV or the HfL application form (available to download from the website) along with the supporting statement, explaining how you meet the requirements of the job outline and person specification. We would also love to hear why you are interested in becoming part of the HfL team.

As part of our move towards eradicating unconscious bias within the recruitment process, we will be anonymising your forms.

To help HfL make sure our policies and working practices are inclusive and non-discriminatory we would like you to complete the HfL equal opportunities form. This will not be stored with your application and will only be utilised by HR.

For recruitment queries, our Central Recruitment Team can also be contacted on the [hfl.recruitment](mailto:hfl.recruitment@hertsforlearning.co.uk) email address above.

Closing Date: Friday 15th July 2022 at midnight

Interview Date: Week beginning 25th July 2022