

Albany Academy

DEPUTY FACULTY LEADER & MATHEMATICS TEACHER - APPLICATION PACK

MAY 2025

ALBANY ACADEMY
Deputy Faculty Leader – Mathematics
Teacher of Mathematics
required September 2025.
Full-time MPS / UPS (TLR 2a)

We are looking to recruit an enthusiastic and energetic teacher leader to join our 'world class school'.

Albany Academy is a highly successful and popular 11-16 school situated in Chorley, Lancashire. With 725 pupils currently on roll, the school provides an excellent education within a nurturing and caring environment where every student is well known by every member of staff.

The governors are looking to appoint an experienced and successful teacher to help lead our Mathematics Faculty. Working alongside the Faculty Leader, the Deputy Faculty Leader will help develop colleagues, the curriculum and the quality of teaching. We are seeking a candidate to teach Mathematics.

The successful candidate will join the school at an exciting time:

- We are a Living Wage Employer.
- The school is part of Albany Learning Trust, a tight knit academy trust and has links across the region, nationally and internationally with other schools, trusts and education organisations.
- Behaviour of students in our schools is excellent.

The successful candidate will:

- Be an excellent classroom practitioner.
- Have a strong commitment to helping pupils of all abilities succeed.
- Be innovative and inspirational to both pupils and colleagues.

Application documents are available to download in the vacancies section of the school website www.albanyacademy.co.uk/vacancies

Apply online by the closing date of midday, on Monday 12th May 2025, to:
vacancies@albanyacademy.co.uk

Interviews will take place on Thursday 15th May 2025.



May 2025

Dear Applicant

Thank you for your interest in the post of Deputy Faculty Leader of Mathematics and teacher of Mathematics.

Albany Academy is a highly regarded small school located in the south of Chorley, an area that boasts excellent schools and colleges in all phases. The academy is a high performing school, which has an excellent reputation in the local area and is heavily oversubscribed. It is consistently in the top 10 schools in Lancashire for pupil progress and in 2022 received the prestigious World Class School Award, from High Performance Learning. We are highly ambitious for our students, our staff and the wider educational community and we provide support for other schools, work closely with other providers and are proud to be a member of Albany Learning Trust, the first school trust of its type in Lancashire. Further details about our trust and our values which we want every member of staff to share can be found on the trust website. We believe that all students are capable of high performance.

We have strong links with local teaching schools and local primary schools, and we are part of the SSAT Leading Edge network and High Performance Learning, a world-wide network of schools. Several of our staff provide support to other schools.

Behaviour of students is rated as good by Ofsted and students are well prepared for the next steps in their lives. Students receive support in developing positive behaviour, their aspirations, resilience and leadership within lessons and beyond. Much of this work is spearheaded by our specialist team of pastoral officers who are line managed by experienced Key Stage Managers and the whole team is lead by an experienced and exceptional Deputy Headteacher.

If successful, you will work with an experienced and highly successful Mathematics Faculty, consisting of a team of 6 teaching staff. As a leader and Mathematics teacher you will join our team. You will be open to new ideas, collaboration and will enthuse and motivate both students and staff, immersing yourself in our community.

We take the development of our staff very seriously and this pack contains a job description, our Professional Development framework for teachers and a copy of the Albany Way. Our [Teacher Training Map](#) also gives a summary and examples of how we train and develop teachers.

As an employer Albany Learning Trust offers the following benefits:

Pension: Access to either the teacher pension scheme or local government pension schemes. These offer defined pension benefits, including generous death in service contribution.

Salary: We are proud to be a living wage employer. We offer competitive rates for all roles.

Travel: Membership of cycle to work scheme, which offers up to 40% off the price of a bicycle, including e-bikes.

Support: Our Employee Assistance Programme (EAP) provides confidential support for staff and their families for both personal and work-related matters.

- We train staff in [Chimp Management](#), which helps with people to manage their mind more effectively, with an approach grounded in neuroscience.
- We have free access to Headspace app, which offers meditation and mindfulness for any mind, any mood and any goal.
- We offer membership of the tech scheme, which offers up to 40% off the cost of personal IT equipment and white goods.

Priority: Children of staff have priority admissions to their school.

Development: Our high-quality training ensures personal, professional development and allows staff to become expert in their role. A clear progression route within the Trust also provides opportunities to prepare staff for their next career step. Partnerships with the top professional bodies and training providers ensures high quality, evidence-based training is always available to all staff. All our classroom staff receive training in [High Performance Learning](#) teaching and have access to HPL training pathways. Our leaders are trained by [Leadership Matters](#) and have access to professional leadership qualifications including NPQs.

Our school and trust websites provide a great deal more information about the school which you may find useful as part of the application process. Prospective candidates are always welcome to visit the school and visits can be arranged by contacting Mrs Shaw on 01257 244020.

We may use internet searches using information held in the public domain to perform due diligence on candidates in the course of recruitment, in terms of suitability for the post applied for. Where we do this, we will act in accordance with our data protection and equal opportunities obligations.

If you are successful as a candidate for this post, you will be a welcome new addition to our staff. Albany Academy is a small friendly school with a strong sense of identity that engenders real loyalty amongst all who are associated with it.

Please return a completed application form, along with a supporting letter of no more than two sides of A4, showing how you meet the person specification, before the closing date of mid-day on Monday 12th May 2025. Applications should be submitted electronically to vacancies@albanyacademy.co.uk. Interviews are scheduled to take place on Thursday 15th May 2025.

I look forward to receiving your application.

Yours faithfully

P Mayland
Headteacher

JOB DESCRIPTION

DEPUTY FACULTY LEADER - Mathematics

Salary: MPS / UPS (TLR 2a)

Reporting to: Faculty Leader

Responsible for: Faculty teachers

Rationale:

- To provide capacity in the development, coaching and mentoring of staff in the faculty.
- To help the Faculty Leader ensure that all students benefit from the same curriculum and the same high expectations of success.
- To support the leadership and management of the faculty and secure the achievement of faculty and whole school targets.
- Provide leadership in the classroom, delivering good or better lessons to ensure pupils make outstanding progress.
- This post is subject to the current STPCD and associated school policies.

Duties as Second in Faculty:

1. To assist in leading the Faculty Team by establishing and maintaining a positive ethos of achievement for all, ensuring high standards and high expectations are maintained.
2. To contribute to quality assurance processes, including lesson observations, student and parental feedback and work scrutinies to ensure and maintain the quality of curriculum, teaching and student behaviour within the faculty.
3. To monitor the effective teaching of SEND children and work closely with the SENCO to ensure all faculty staff are aware of children's needs.
4. To provide mentoring and coaching to members of the faculty as required.
5. To line manage members of the faculty as required.
6. To deputise for the Faculty Leader when required.
7. To keep up to date with national developments, teaching practice and curriculum changes and ensure these are shared within the faculty.
8. To develop your own leadership skills and your understanding of the latest evidence related to leading change and improving quality of teaching and curriculum.
9. To be responsible for overseeing and coordinating the following specific faculty areas:
 - a. The continuous development and improvement of the Key Stage 3 Schemes of Work.
 - b. Coordinate internal and external Key Stage 3 assessment to ensure consistency and appropriateness of tasks, including the standardisation and moderation of assessment.
 - c. Maintain appropriate pupil data tracking systems to efficiently track pupil's attainment and progress towards Key Stage 3 targets.
 - d. Use assessment data to identify groups and individual pupils that are underachieving at Key Stage 3, to inform necessary intervention strategies.
 - e. Behaviour management and intervention at KS3.
10. Any other reasonable requests from the Faculty Leader.

Duties as a classroom teacher:

1. Maintain the excellent results in your subject and continue to improve the progress made in your subject.
2. Consistently deliver lessons that are good and outstanding that give students a passion for your subject.
3. Oversee and contribute to the development of schemes of work.
4. Continue to develop own practice through action research and collaboration using new technologies when appropriate to improve learning.
5. Have excellent subject knowledge.
6. Inspire and enthuse pupils to become independent learners who are able to access a range of learning techniques.
7. Support the vision and ethos of the school.
8. Set a good example in terms of dress, punctuality and attendance.

9. Uphold the school's routines for learning and uniform.
10. Contribute to monitoring and evaluating the success of the school.
11. Be committed to their individual professional development.
12. Act as form tutor to a group of students.
13. Ensure that all school policies including pupil safeguarding policies are carried out promptly and effectively.
14. Any other reasonable duties as requested by the Headteacher.

Professional development:

- NPQLT or NPQLTD
- HPL Lead Teacher

PERSON SPECIFICATION

ESSENTIAL	DESIRABLE
Qualifications and Experience To hold a degree or equivalent qualification. To be a qualified teacher. Experience of teaching at GCSE.	Evidence of recent leadership PD. Evidence of coaching or mentoring. Contribution to wider school life outside the classroom. To have recent line management and leadership responsibility. NPQLT or NPQLTD. BASIC Coaching.
Knowledge and Skills Excellent subject knowledge and classroom practice. The ability to plan lessons in line with schemes of work and develop new schemes in line with the national curriculum To have knowledge and understanding of recent educational developments. To use ICT to support and enhance learning. To understand the process of learning. To have knowledge of special educational needs regulations and the requirements of the new SEND reforms To relate to and work with others as a member of a team. Understand the requirements of safeguarding policy, practice and procedures.	Experience of cross subject intervention and mentoring. Experience of QA processes. Experience of coaching staff.
Personal Qualities To be able to relate to and motivate staff, parents and pupils. Have a passion for all subjects within the faculty. To be able to inspire and lead others. The ability to listen to and understand others. Consistently high expectation and standards. Willingness to develop own skills and knowledge. The ability to meet deadlines.	
Approach to Work High motivation and professional commitment. A commitment to pupil centred education. A commitment to involving parents as partners in the education process.	Evidence of work beyond the classroom.

The Albany Way

We succeed because we care.

Community

This is a *community* where everyone is valued, can make a contribution and is empowered to take control of their own destiny. Where everyone *works together* and learns from each other.

Aspiration

We hold *hope* for every individual member of our community. In recognising their personal circumstances and by offering opportunities, we lay the foundations for their *future success*.

Resilience

Within our nurturing community we recognise that success is built on *effort*, a 'can do' attitude, ensuring the little things are done well and having no fear of failure. Everyone sets themselves the highest expectations and maintains a *hunger for improvement*.

Enthusiasm

As a result, we develop *well rounded human beings*, who are prepared to make a positive contribution to our wider community; who demonstrate mutual respect, empathy, an acute appreciation of fairness and a *strong sense of self-worth*.



ALBANY ACADEMY PERSONAL PROFESSIONAL DEVELOPMENT FRAMEWORK

Career Stage	What can I do?	PPD opportunities in school	PPD opportunities through Links	PPD opportunities through national & international links
Induction Year Work towards achievement of National Induction Standards	☐ Join a professional association ☐ Complete Career Entry and Development Profile ☐ Start a Professional Development Portfolio ☐ Reflect weekly on teaching ☐ Work with a mentor	☐ Albany Academy induction programme ☐ Observe teaching by department colleagues ☐ Meetings with mentor and ITT Leader ☐ Receive developmental feedback from a colleague ☐ Attend staff PPD – INSET days ☐ Lesson observation programme ☐ Receive in-class support ☐ Observation of exemplar practice during open door weeks ☐ Plan and lead assemblies ☐ Shadow an experienced member of staff on parents' evenings ☐ Support in writing student reports	☐ Visit other schools ☐ Observe other teachers ☐ Meet with strategic leaders within school such as Literacy & Numeracy, E-safety, safeguarding, HA, educational visits	☐ HPL induction
Development Years 2, 3 & 4 Opportunities for teachers to begin to work towards exceeding some of the National Teaching Standards	☐ Maintain a Professional Development Portfolio ☐ Record, reflect and self-evaluate your PPD ☐ Undertake personal research ☐ Be aware of trends in education via internet/twitter/professional sites ☐ Analyse and interpret pupil data ☐ Look at opportunities to lead training for other staff ☐ Reflect weekly on teaching	☐ Observe teaching by colleagues – and have the opportunity to deliver feedback ☐ Be observed and receive developmental feedback ☐ Attend staff PPD – INSET days ☐ Share good practice at faculty meeting ☐ Share good practice at a Staff Meeting ☐ Receive in-class support ☐ Be coached by a peer ☐ Arrange an out-of-school educational visit for pupils ☐ Plan and lead an assembly ☐ Opportunities to present to staff/parents ☐ Take part in NQT/ITT mentoring ☐ Focused discussion about your PPD needs as part of appraisal ☐ Deliver Open door exemplar lessons ☐ Lead a department initiative ☐ Opportunities for team teaching ☐ Standardization meetings for subject ☐ Be responsible for a tutor group	☐ Early Professionals Development courses ☐ Visit other schools ☐ Observe other teachers ☐ Participate in local network meetings ☐ NPQLT	☐ Early Professional Development courses ☐ Take part in certificate, diploma or masters degree programmes. ☐ SSAT Leadership Legacy
Enhancement Years 4, 5 & 6 and subsequent years The PPD entitlement provides opportunities for all teachers to work towards exceeding all of the National Teaching Standards . Apply for Threshold.	☐ Maintain a Professional Development Portfolio to show planning, progression, data analysis, work samples and PPD opportunities ☐ Participate in on-line discussion groups ☐ Undertake classroom and action research ☐ Develop your observation and coaching skills ☐ Read academic and professional journals ☐ Become an exam marker/moderator ☐ Reflect weekly on teaching ☐ Preparation for threshold application	☐ Lead Staff Training – INSET Days, PPD Sessions ☐ Opportunities to attend a Middle Leaders meeting ☐ Present to staff/parents and Governors ☐ Shadow senior colleagues ☐ Lead a whole school initiative ☐ Develop observation and coaching skills ☐ Chair a meeting ☐ Study/evaluate lessons with colleagues ☐ Opportunities for team teaching ☐ Coaching by a peer ☐ Become a coach ☐ Mentor a junior colleague ☐ Focused discussion about your PPD needs as part of Appraisal Cycle ☐ Middle Leaders PPD ☐ Join T and L group ☐ Participate in QA process ☐ Work shadow appraiser ☐ Participate in Budget training ☐ Develop and facilitate links to primary schools/colleges	☐ Visit other schools ☐ Observe other Teachers ☐ Attend subject moderation meetings ☐ Contribute to or participate in courses, conference or seminars	☐ Take part in certificate, diploma or masters degree programmes ☐ Take part in regional specialist networks ☐ Take part in Higher Education networks or research groups

Post-Threshold Subject or Middle Leader Focus	☐ Maintain and progress through UPS1 to UPS2 to UPS3 ☐ Maintain a Professional Development Portfolio ☐ Prepare for Specialist Leader in Education (SLE) ☐ Reflect weekly on teaching	☐ Observe/Feedback to ITT / NQT / SCITT students ☐ Participate in Peer Subject review ☐ Mentor colleague in Department in development/delivery of SOW ☐ Coach colleague ☐ Be a Reviewer for Appraisal ☐ Facilitate an Action Research project ☐ Take responsibility for a budget ☐ Assist in the organisation of a whole school event	☐ NPQLTD ☐ HPL Lead Teacher	☐ Take part in certificate, diploma or masters degree programmes ☐ Teaching fellows programme ☐ HPL middle leadership
Developing the Leadership Role / Lead Practitioner The PPD entitlement provides opportunities for all teachers to begin to work towards a whole school and system wide role. The National Standard for Head teachers (NPSL)	☐ Contribute to academic and professional journals, books or websites ☐ Research NCTL website ☐ Maintain a Professional Development Portfolio to show planning, progression, data analysis, work samples and PPD opportunities ☐ Become a governor representative ☐ Become a Specialist Leader in Education ☐ Reflect weekly on teaching	☐ Work with a range of agencies ☐ Chair meetings ☐ Take part in selection of new staff ☐ Support/team teach with junior colleagues ☐ Shadow a senior colleague ☐ Take on a Lead new role/initiative ☐ Attend and lead Staff Training ☐ Opportunities to present to staff/parents and Governors ☐ Organization of a whole school event	☐ Support colleagues in other partner schools ☐ Lead training in partner schools ☐ Make presentations at conference/ meetings ☐ Lead training for ITT /SCITT students	☐ Attend Leadership Conferences ☐ Establish links to Senior leaders at other schools/colleges ☐ Complete NPQSL
Assistant/Deputy Head teacher The CPD entitlement provide opportunities for senior staff teachers to continue to work towards and evidence their achievement of: The National Standard for Head teachers (NPQH)	☐ Maintain a Professional Development Portfolio ☐ Record, reflect, self-evaluate and plan your PPD ☐ Join a professional association for senior leaders ☐ Reflect weekly on teaching	☐ Lead Staff Training – INSET Days, PPD Seminars. ☐ Plan program of PPD events ☐ Organization of a whole school event ☐ Attend SLT meetings ☐ Be an appraiser ☐ Line-manage/Coach a Faculty ☐ Attend/make presentations to Governors ☐ Rotate roles ☐ Take responsibility for a significant part of the school's self-evaluation ☐ Take a lead on a whole school strategy ☐ Contribute to the SIP ☐ Take part in preparation for OFSTED ☐ Act as Headteacher in Headteacher's absence (Deputies)	☐ Attend local Senior Leaders' meetings and networks	☐ Complete NPQH ☐ Attend Leadership Conferences

Albany Academy
Bolton Road
Chorley
PR7 2AY

01257 244020

info@albanyacademy.co.uk

www.albanyacademy.co.uk

