

London Thames Secondary Assistant Maths Hub Lead (AMHL): Person Specification

The purpose of the Assistant Maths Hub Lead role is to support the mathematical and organisational leadership of the Maths Hub by assisting in the planning, monitoring, and evaluation of its activities. This includes contributing to the leadership of the Maths Hub Lead and Mastery Specialist team, facilitating effective communication and collaboration with the National Centre for Excellence in the Teaching of Mathematics (NCETM), and ensuring the successful implementation and development of the Maths Hub's strategic initiatives.

The table below shows the essential and desirable criteria for the role.

	Essential	Desirable
Qualifications and experience		
Expert practitioner with a strong track record of effective mathematics teaching	✓	
Significant successful experience as a subject leader for mathematics	✓	
Prior experience of working within the Maths Hub network		✓
Secondary Mastery Specialist (Secondary AMHL Only)	✓	
Experienced in leading work beyond own school/college and skilled at leading collaborative activity		✓
Successful track record of building, facilitating, and evaluating partnerships and networks		✓
Good understanding of current developments, research, and issues in the fields of mathematics education and professional development	✓	
Deep understanding of what constitutes effective teaching and learning in mathematics and the ability and confidence to communicate this	✓	
Demonstrates a strong commitment and motivation for taking on a system leadership role in mathematics	✓	
Deep understanding of, and significant experience in, leading professional development (and willing to undertake the NCETM PD Lead Accreditation if not already held)		✓
Knowledge and skills		
Ability to use data to drive improvement	✓	
Strongly developed organisational and time management skills	✓	
Ability to inspire, manage and motivate a geographically dispersed team	✓	

Ability to reflect on own practice, critically evaluate and plan strategically for improvement	✓	
Ability to think on feet, work on own initiative and find solutions to problems	✓	
Excellent communication and interpersonal skills with strong two-way communication	✓	
Ability to work as a member of a team, make decisions, implement them and be accountable	✓	
Has impact presenting to a wide audience both in person and online	✓	
Working knowledge of Microsoft Excel, Word & PowerPoint and the ability to learn new online data management platforms	✓	
Experience in managing online meetings and presentations		✓
Knowledge of GDPR and relevant legislation		✓
Personal qualities		
Excellent interpersonal skills with the ability to maintain strict confidentiality	✓	
Energetic and enthusiastic with a friendly and positive attitude	✓	
A diplomatic and patient approach	✓	
Takes the initiative and has the ability to prioritise own work and that of others to meet deadlines	✓	
Efficient and meticulous in organisation		✓
Able to follow direction and work in collaboration with the Maths Hub Leadership and Management team	✓	
Able to work flexibly, adopt a hands-on approach and respond to unplanned situations	✓	
A commitment to on-going personal development and willingness to undertake appropriate training	✓	
Good record of attendance and punctuality	✓	
Commitment to the highest standards of child protection and safeguarding	✓	
Recognition of the importance of personal responsibility for health and safety	✓	
Not barred from working with children	✓	