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**Place based Assistant Maths Hub Lead Job description**

The purpose of this role is to support the leadership of the Maths Hub in a designated area in the Maths Hub region.

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| **Leadership and management team** |
| Developing with the MHLM team the strategic direction for the designated area they lead |
| Participating in and attending MHLM team meetings |
| Regularly updating the MHL on work progress |

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| **Strategic boards and partnerships** |
| Understanding needs and priorities in area and establishing effective links (e.g. LAs, MATs) |
| Identifying leading schools and college as potential partners |
| Liaising with local stakeholders (TSC, DFE) at the direction of the MHL |
| Developing and maintaining relationships with key partners in their region |
| Reporting to Strategic Board, as required |

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| **Local leaders of mathematics education** |
| Supporting LLMEs in their work including planning and evaluation |
| Promoting opportunities for LLME development |
| Identifying potential LLME and ensuring investment of time and resources |
| Contributing to LLME events |

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| **Planning, monitoring and evaluation** |
| Reviewing participation and identifying barriers |
| Leading on monitoring within their area and reporting on hub progress |
| Evaluating work and sharing impact |

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| **Communication, engagement, and recruitment** |
| Acting as public face of the Maths Hub |
| Supporting recruitment of schools to target numbers |
| Directly engaging school leaders |
| Ensuring a consistent message with regards to teaching for mastery |
| Working with the MHL in targeted recruitment activity |
| Speaking at engagement events within the designated area |

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| **Finance and data management** |
| An understanding and knowledge of the payments made to specialists and schools |

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| **Working with Maths Hub Network, NCETM and DFE** |
| Participating in AMHL online community |
| Liaising with NCETM at the direction of MHL. |
| Keeping up to date with national developments and issues |

**Place-based Assistant Maths Hub Lead person specification**

**The purpose of this role is to support the leadership of the Maths Hub in a designated area in the Maths Hub region.**

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

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| **Essential** | **Desirable** |
| Leadership role in school which has significant credibility within the designated area | Leadership role in school which has had significant involvement with teaching for mastery |
| Established connections with school networks, Local Authorities, MATs, and Teaching Schools across their specified area of focus | Passion and enthusiasm for teaching for mastery |
| Credibility as a subject/school leader within the designated area | Understanding of the Maths Hubs Programme and ways of working |
| Successful track record of working effectively with other professionals across a group of schools | Understanding of what constitutes effective teaching and learning in mathematics and the ability and confidence to communicate this |
| Excellent communication and interpersonal skills | Good understanding of, and significant experience in, leading professional development |

February 2021