

ST BERNARD'S HIGH SCHOOL

A Catholic Academy for Arts and Science

SECOND IN MATHEMATICS (WITH OPTIONAL COMPUTING LEAD)

Full-time – September 2026 Pay Scale – TMS/UPS + TLR 1A (£10,173.96)

If you are interested in Second in Maths or Lead Teacher in Computing only, please still apply – TLR can be discussed at shortlisting subject to experience

St Bernard's High School is seeking an enthusiastic and motivated teacher of Mathematics to join our successful department as Second in Mathematics. Candidates may also apply for the additional responsibility of leading and developing Computing.

We are looking for someone who is passionate about teaching Mathematics; is keen to teach A Level Mathematics and develop post-16 expertise; has an interest in Further Mathematics (desirable); is eager to contribute to departmental development and leadership, and can deputise for the Head of Department.

Why join St Bernard's High School?

A high performing Maths department with excellent exam outcomes; a Catholic girls' school from Years 7-11 with a co-educational Sixth Form; ranked among the top schools in Southend; a warm welcoming community where students excel academically, personally and spiritually; comprehensive induction and support for all new staff; **applications welcomed from teachers of all faiths or none.**

Apply via our website www.stbernardswestcliff.org.uk (School Information/Vacancies). Please note we cannot accept CVs, only completed application forms.

Closing Date: 23 March 2026 at 9.00am

Interviews: w/c 23 March 2026

We reserve the right to close this advertisement early if we receive a high volume of suitable applications.

For further information please contact: recruitment@stbernards.southend.sch.uk

Safeguarding:

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share in this commitment.



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JOB DESCRIPTION

Title of Post:	Second in Mathematics (with optional Computing Lead)
Core Purpose:	<p>To carry out the professional duties of a teacher as circumstances may require and in accordance with the School's policies under the direction of the Head Teacher.</p> <p>To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and have students who achieve well and deputise for Head of Mathematics.</p> <p>To act as curriculum lead and be responsible for leading, managing and developing IT/Computing (if applicable).</p> <p>To monitor and support the overall progress and development of students in IT/Computing (if applicable).</p>
Responsible to:	Head of Faculty – Mathematics, Computing, Business and Economics
Liaison with:	Headteacher, Deputy Headteacher, Assistant Headteachers, Middle Leaders, any relevant none teaching support staff and parents, and members of Mathematics and Computing subject team
Working Time:	Full time
Teaching and Learning Responsibility Point:	TLR1A (10,173.96) for Second in Mathematics and Computing Lead
Disclosure level:	Enhanced
Main Duties	
Teach allocated students by planning their teaching to achieve progression of learning through:	<ul style="list-style-type: none"> • Adhering to the School's Teaching & Learning Policy. • Identifying clear learning objectives and specifying how they will be taught and assessed. • Setting tasks which challenge students and ensure high levels of interest. • Setting appropriate and demanding expectations. • Setting clear targets, building on prior attainment. • Be aware of and make provision for students who are SEND, very able, EAL, LAC, PPG or who have other particular individual needs. • Providing clear structures for lessons maintaining pace, motivation and challenge. • Making effective use of assessment and ensure coverage of programmes of study. • Ensuring effective teaching and best use of available time. • Maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework. • Using a variety of teaching methods to: <ul style="list-style-type: none"> - Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary. - Use effective questioning, listen carefully to students, give attention to errors and misconceptions. • Select appropriate learning resources and develop study skills through the use of the library, ICT and other sources. • Ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.



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JOB DESCRIPTION (Continued)

	<ul style="list-style-type: none"> Evaluating own teaching critically to improve effectiveness. Ensuring the effective and efficient deployment of classroom support. Liaising with the Subject Leader to ensure the implementation of department policy and best practice.
Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving:	<ul style="list-style-type: none"> Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching. Mark and monitor students' work and set targets for progress. Undertake assessment of students as requested by examination bodies, departmental and school procedures. Prepare and present informative reports to parents. Undertake assessment of students and participate in the school's system for recording and reporting to parents.
Examinations:	<ul style="list-style-type: none"> To implement School and Department policy with regard to external examinations.
Pastoral Care:	<ul style="list-style-type: none"> Follow the expectations for Form Tutors at St Bernard's. Act as a Form Tutor to an assigned group of students and promote the general progress and well-being of individual students and of the Tutor Group as a whole. Prepare Tutor Reports, UCAS References etc. Contribute to PSHE and citizenship and enterprise according to School policy.
Resources and Accommodation:	<ul style="list-style-type: none"> To assist the Head of Department in the proper management, care and development of departmental resources. To enhance the learning environment through the creative display of students' work and other materials. To ensure the proper care of accommodation, furniture and equipment.
Additional Duties/other Professional Requirements	<ul style="list-style-type: none"> To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and students to follow this example. To support the school in meeting the school's legal requirement for worship. To have a working knowledge of teachers' professional duties, Teaching Standards and legal liabilities. To operate at all times within the stated policies and practices of the school. To establish effective working relationships and set a good example through their presentation and personal and professional conduct. To contribute to the corporate life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school. To take responsibility for own professional development and duties in relation to school policies and practices. To liaise effectively with parents and Governors. To support the school in meeting its legal requirements for worship. To actively engage in the Appraisal process. To undertake any other duty as specified by the School Teachers' Pay and Conditions not mentioned in the above.



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JOB DESCRIPTION (Continued)

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from senior staff to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers. The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

I am in agreement with this job description.

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Post Holder

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Line Manager

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PERSON SPECIFICATION – SECOND IN MATHEMATICS (WITH OPTIONAL COMPUTING LEAD

CRITERIA	QUALITIES
Qualifications and training	<ul style="list-style-type: none"> • Qualified teacher status • Degree • Further degree desirable but not essential
Experience	<ul style="list-style-type: none"> • Successful teaching experience leading to outstanding outcomes in business • At least 2 years full time teaching experience • Experience planning and delivering interventions for pupils • Experience of effectively supporting colleagues to develop and improve practice • Ability to role model effective practice for others and coach colleagues where needed • Experience delivering training
Skills and knowledge	<ul style="list-style-type: none"> • Expert knowledge of the Mathematics (and if applicable IT/Computing) curriculum from KS3 and beyond • Knowledge of effective teaching and learning strategies • Knowledge of the barriers to learning that pupils may face • Tailoring plans and interventions to individual pupils • An excellent understanding of how children learn • Ability to adapt teaching to meet pupils' needs • Ability to build effective working relationships with pupils • Ability to establish curriculum development, assessment and co-ordination • Knowledge of guidance and requirements around safeguarding children • Knowledge of effective behaviour management strategies • Able to use school systems to conduct analysis and produce reports • Excellent ICT skills, particularly using ICT to support learning
Personal qualities	<ul style="list-style-type: none"> • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • High expectations for the attainment and progress of young people • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality