

Job Description

Title: Maths Circle Mentor
Responsible to: EMS teacher / supervisor

Job Purpose

To support students from all backgrounds to achieve mathematical excellence, so that they go on to have a greater and richer range of future personal, employment and economic choices. To do this by enriching the mathematical experiences of students, enabling them to enjoy mathematics and identify as mathematicians.

Main Responsibilities

1. Provide mentoring for KS3 students
2. Reflect and report on the progress made by mentees
3. Actively engage in training and development

1. Provide mentoring for KS3 students

- 1.1 To support a group of 6 students to develop their problem solving through weekly online Maths Circles (30 weeks from September or 20 weeks from January)
- 1.2 To encourage students to think for themselves
- 1.3 To use good questioning as a catalyst for deep and sustained learning
- 1.4 To encourage students to be Adventurous, Articulate and Accepting when tackling problems in their Maths Circle
- 1.5 To use online platforms including Microsoft Teams, Whiteboard Fi and Google Jamboard to facilitate learning and collaboration

2. Reflect and report on the progress made by mentees

- 2.1 To complete a weekly attendance register
- 2.2 To complete a weekly feedback from
- 2.3 To join a weekly post-session meeting with mentors and an EMS teacher to reflect on successes and opportunities for development

- 2.4 To reflect on ideas, issues and suggestions raised by EMS teachers and other mentors, to maximise progress for participants

3. Actively engage in training and development

- 3.1 To actively participate in training sessions prior to beginning the mentoring
- 3.2 To attend weekly training sessions online with an EMS teacher to prepare for the following Maths Circle
- 3.3 To review material as directed by the EMS trainer, to ensure you are prepared for the next mentoring session
- 3.4 To seek and act on feedback from EMS teachers and other mentors
- 3.5 To actively reflect on your mentoring and work to develop best practice over time

4. Additional Duties

- 4.1 To promote a teaching, learning, and working environment that is free from discrimination and where all students and staff are encouraged to express their individuality
- 4.2 To be responsible for safeguarding and promoting the welfare of students
- 4.3 To maintain the confidentiality of staff and student/family information
- 4.4 Promote and conduct your professional duties and responsibilities within the parameters of the School's and MESME's (Mathematics Education for Social Mobility and Excellence) agreed values and aims

