

Job Description

Academic Coach - Maths and Further Mathematics

Working hours	Full-time, term-time (37 working weeks) plus 2 weeks (39 weeks in total) Monday-Friday, 8.00am-5.00pm
Salary	£30,331pa (full-time equivalent). Actual salary will be dependent on start date and working pattern.
Pension scheme	Local Government Pension Scheme
Holiday entitlement	The salary includes an element for statutory paid holiday which is to be taken during school holiday periods
Start date	Autumn Term 2026
Contract terms	Fixed-term for the academic year 2026-27
Line manager	Assistant Head Teaching & Learning

The London Academy of Excellence Tottenham (LAET) is seeking to appoint an Academic Coach in Maths and Further Mathematics to academically inspire our students and help them flourish in their A-level years and beyond.

The role would suit a recent graduate with a passion for social mobility who is interested in a career in education.

The position serves as an excellent springboard for a career in teaching and a formal programme of induction and training will be provided. This will cover the fundamentals of teaching and learning theory, classroom management and assessment. It is envisaged that the Academic Coach will take on some whole-class teaching in the Summer Term to put the theory into practice.

An opportunity to gain a formal teaching qualification in conjunction with one of LAE Tottenham's feeder secondary schools is available in year 2.

Key responsibilities

- To inspire students with a greater passion and depth of understanding in Maths
- To support students to develop habits of academic excellence during their time as Sixth Formers and at university or elsewhere.
- To ensure students are developing the literacy, numeracy, communication and oracy skills to thrive at university and beyond.
- To provide pastoral support to develop confident, resilient young people.

Specific tasks

- Working one-to-one or in small groups with students in order to develop their subject understanding and boost attainment.
- Planning and delivering sessions relating to academic literacy to support students with skills such as time management and study skills.



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- Working with students applying to the best universities in the world, especially Oxford and Cambridge, as well as those struggling with their academic workload.
- Working with academic and pastoral staff to identify a target group of students that would benefit from academic support and developing personalised plans of action that enables effective and measurable academic progress.
- To provide support across Maths in order to:
 - Understand our students' academic needs;
 - Support teaching staff in developing techniques that enable academically vulnerable students to learn effectively;
 - Pick up revision strategies, study skills, essay writing techniques and other subject specific guidance in order to continually give our students targeted support.
- To work alongside the SENDCO team and Deputy Head (Pastoral) to identify and screen any students who present signs or symptoms of a special educational need.
- To work alongside our School Librarian to ensure that the Library and other study spaces are focused, studious and calm.

Additional responsibilities as part of the induction programme:

- To attend regular training sessions on matters relating to teaching, learning and pastoral care
- To act as a form tutor or personal tutor
- To oversee Supervised Study as and when required
- To lead on intervention sessions in Maths when required
- To regularly observe A level teaching
- To spend up to two weeks in at least one of LAE Tottenham's feeder schools
- To spend time working alongside LAE Tottenham's Teaching Fellows to gain exposure to targeted KS3/KS4 teaching
- To take on some class teaching of Y12 Maths during the summer term

For further details on the position, please see the sections below for a detailed person specification, general responsibilities of LAE Tottenham staff members and general terms of the role.



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Part 1 - Person specification

Essential professional criteria	How these will be confirmed
<u>Qualifications</u> - Strong literacy and numeracy skills - Good A-Level (or equivalent) results including Mathematics and further mathematics. - An undergraduate degree	Sight of original exam certificates / academic qualifications will be requested
<u>Knowledge/Experience</u> - Understanding of the skills, knowledge and experiences necessary for a young person to develop academic excellence - Experience of achieving highly ambitious personal academic goals - Experience of working with young people - A background in either an essay-writing subject or a subject in which highly developed numeracy skills are required	Confirmation of former relevant employment will be requested. To be tested and discussed at the interview stage
<u>Skills and qualities</u> - Able to build a rapport with students and be seen as a valuable resource to support their development - A high degree of personal drive and a commitment to the vision of LAE Tottenham - Empathetic listening skills - Able to deal with sensitive information in a confidential manner - A strong role model for academic learning - Enjoyment of working with young people and an interest in teaching - Energy, drive and determination - An awareness of the central importance of safeguarding - An interest in the psychological development of young people	There will be opportunities at interview to discuss experiences and examples that demonstrate these.



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Part 2 - Further information

General responsibilities as a member of LAE Tottenham staff:

- To promote a culture of aspiration for all of our students
- To be supportive and understanding of the differing needs of young people
- To play a full part in the CPD programme, including prior to the start of the academic year
- To take part in evening and weekend events as appropriate
- To model intellectual rigour and a can-do attitude
- To support an atmosphere of openness and honesty
- To care for all other members of the school community
- To show a genuine passion for social mobility

Other Information

- This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete particular duties.
- The job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and may be subject to modification or amendment at any time after consultation with the holder of the post.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
- This job description may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher.
- The post holder may deal with sensitive material and should maintain confidentiality in all school related matters.
- This role will involve flexibility in terms of working hours and days to be discussed at interview.

Part 3 - Recruitment and selection policy statement

We are committed to diversity and inclusion and proactively seek to recruit a diverse staff body.

The London Academy of Excellence Tottenham is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers and the Disclosure and Barring Service.

Please note that this role 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you are required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). Further information is available on the [school's website](#).

June 2026

