



LOUGHBOROUGH ENDOWED SCHOOLS

Job Description

POST: Teacher of Geography

RESPONSIBLE TO: Head of School and Head of Department

POST OBJECTIVE:

- To fulfil the teaching requirements as directed by the head of department, according to the overall aims of the school.
- to offer support to the learning and pastoral needs of individual students through the school's pastoral policy and the school's aims and values.

DETAILS:

BACKGROUND:

The Geography department is successful and well respected within the school, achieving excellent examination result. Geography is taught by three full time and one-part time members of staff.

There are two specialist Geography rooms in Charles Block (3 and 4) and a stock room. Lessons are taught as often as possible in these rooms.

Geography is taught in all years in the school in preparation for IGCSE, iA - level and Oxbridge entrance.

In Years 7, 8 and 9 the pupils are taught in tutor groups. The scheme of work includes both human and physical topics, taught on local, regional and global scales and with the integration of relevant skills and techniques. Pupils in years 7 and 8 take part in field visits to the Peak District and the Hockerton Housing Project respectively. Yr9 visit the National History Museum.

IGCSE Geography is an option yet there are over 65 girls in both Years 10 and 11 following the Cambridge IGCSE syllabus. A two - day residential field course is organised which allows pupils to develop their geographical knowledge and to work on their geographical skills that will be tested in their alternative to fieldwork examination pa per.

At AS and A2 the department follows the iA - level syllabus. In Year 12 the students will take part in a 3 - day residential course in preparation for the AS and A2 skills examinations. In year 13 they take part in 2 - day residential visit to explore regeneration in the London Docklands and Trafford.

All members of the department have the opportunity to teach at all levels and have a degree of autonomy in the selection of resources and presentation of lessons. The department is well equipped and has a comprehensive stock of textbooks, DVD's and relevant resources which are shared and to which each member contributes. We also use the schools Firefly system so resources are available to students online and a willingness to contribute to this is essential.

The person appointed will need to show commitment to building upon the existing success of the department leading to further improvement in student performance, and demonstrate excellent management, communication and interpersonal skills.

JOB SPECIFICATION:

- To teach both Geography to the pupils according to their needs and abilities.
- To maintain full and accurate records of the pupils' achievements at all levels (both internal and public exams).
- To monitor, assess and report on pupils in accordance with departmental and school policies.
- To mark and record all marks from term work, test, course work and internal examinations. To assist in the formulation of the aims, objectives and policies of the department within the overall aims and policies of the school.
- To contribute to schemes of work as appropriate with other departments.
- To maintain an awareness of standards of health and safety and to work with the relevant LES staff to ensure that these are adhered to.
- To help provide a suitable learning environment for the pupils.
- To work with the Head of Geography to promote the subjects within the school and wider local community.
- To contribute to the development of a stimulating learning environment including wall displays and to supervise the use and care of teaching rooms.
- To participate in and contribute to the general management of the school by promoting the ethos of the school, as detailed in the school's aims and values, and the rules and guidelines, and to contribute, when appropriate, to discussions on aspects of school policy, curriculum and organisation.
- To set work, as far as possible, when absent.
- To take part in the development and consolidation of cross-curricular developments (e.g. IT. PHSCE) and partnerships.
- To take part in, and lead, trips and visits as necessary.
- To carry out a number of supervisory duties in accordance with rotas.
- To serve as a form tutor when asked to do so.
- To adhere to and carry out all relevant aspects of the school's Health and Safety policy.
- To undertake, where appropriate, other roles, which may arise either in the department or in the wider school environment.
- Any other duties relating to the job as required from time to time by the Headmistress.
- The successful applicant will be expected to assist with extra-curricular activities within the school.

PERSON SPECIFICATION

The successful candidate will demonstrate:

- Educated to at least degree level in Geography or related subject.
- a passion for Geography and excellent subject knowledge
- a high level of competence in the use of ICT for teaching and learning purposes
- a high level of competence in the use of ICT for recording and monitoring use
- Willing to organise and lead residential field visits.
- excellent team working skills
- effective and efficient communication skills
- an understanding of and a commitment to maintaining professional standards
- an understanding of and commitment to the ethos of the school
- Any other duties relating to the job as required from time to time by the Headmistress.

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons with whom she/he comes into contact will be to adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school she/he must report any concerns to the school's child protection officer.

Should you have any queries, having read these details, please do not hesitate to contact the school. You may want to visit our website at www.leshigh.org