



JOB DESCRIPTION

GEOGRAPHY SUBJECT SPECIALIST

The purpose of this role is to provide high quality teaching and learning, achievement and engagement of students in line with our vision and ethos.

Responsible to the Subject Leader for Geography

KEY RESPONSIBILITIES

- to help develop and implement policies and practices for Geography which reflect the school's commitment to high achievement and effective teaching and learning
- to support the Subject Leader for Geography in the development of appropriate syllabi, assessment, teaching and learning strategies and resources
- to support in monitoring the progress made towards achieving targets for Geography

Teaching and Learning

To help sustain effective teaching, evaluate the quality of teaching and standards of students' achievements and set targets for improvement.

- to plan and deliver effective lessons, ensuring curriculum coverage, continuity and progression in for all students
- to check, mark and assess students' work and report on progress
- to support the subject leader in the choice of appropriate teaching and learning methods, to meet the needs of individual students
- to work with the subject leader in establishing clear practices for assessing, recording and reporting on student achievement
- to ensure that as a teacher you are aware of your contribution to students' understanding of the duties, opportunities, responsibilities and rights of citizens
- establish a partnership with parents to involve them in their child's learning, as well as providing information about curriculum, attainment, progress and targets
- support the subject leader in development of effective links with the local community, including business and industry, in order to extend the curriculum, enhance teaching and develop students' wider understanding
- To contribute to the orderly atmosphere of the school
- To attend staff, parents meetings
- To act as a tutor

- To carry out supervision duties

Efficient and Effective Deployment of Resources

To help identify appropriate resources and ensure that they are used efficiently, effectively and safely.

- to support the subject leader in identifying resource needs
- use accommodation to create an effective and stimulating environment for the teaching and learning
- willingness to work with others to ensure that there is a safe working and learning environment in which risks are properly assessed

Other

- To unequivocally support and promote the values and ethos of The Elmgreen School
- Be aware of the responsibilities under Data Protection Legislation for the security, accuracy and significance of the personal data held in the schools systems.
- Take responsibility, appropriate to the post, for team around the child tackling racism and other forms of discrimination and promoting good race, ethnic and community relations.
- Have due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and Local Authority.
- Work in accordance with the Schools Health and Safety Policies and Procedure.
- To undertake such other duties as laid down in the School Teachers Pay and Conditions Document.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Compiled by:MBU	Created: 21/02/2011
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