



THE BRITISH SCHOOL OF PARIS

Information for Applicants

Teacher of Geography

(Temporary post - From 8th February to mid-March 2018)

The Post and the Humanities Department

The successful applicant will teach throughout the age and ability range and is responsible for the planning and delivery of high quality, dynamic lessons designed to inspire, motivate and engage our students.

We currently follow Edexcel specifications for A Level Geography and AQA for GCSE.

The department offers extension possibilities by offering mentoring in the Extended Project Qualification at A Level.

The Humanities Department consists of seven teachers who offer Geography, History and Government and Politics courses. The successful applicant will of course have the support of the department whilst at the same time enjoying autonomy over his/her own classroom. The department is housed in bright, airy classrooms which are all equipped with interactive whiteboards. Classes are taught in mixed ability groups in all cases. Geography is a popular choice at GCSE and has seen increased numbers at A Level.

Our students come from a variety of backgrounds. Overwhelmingly, they are disciplined, high achieving and enthusiastic learners. Educational challenges include the high level of student turnover (in common with all international schools), the wide range of previous experiences of students and the relatively large number of EAL students who make up the pupil population. Whilst discipline issues are not a concern at the school, expectations for staff and student performance are high.



THE BRITISH SCHOOL OF PARIS

Application Procedure

All applicants must have an EU passport or already possess a valid French work permit.

To apply, please send a completed application form, along with a current CV and a covering letter, to recruitment@britishschool.fr before the closing date. Application forms are available to download from the "Employment opportunities" page of our website.

The British School of Paris is committed to safeguarding and promoting the welfare of children and young people. The successful applicant will be subject to an Enhanced DBS check and will be required to provide any other relevant police checks.

Interview arrangements

If you are called to interview, you will be asked to give us permission to contact your referees and the school will reimburse reasonable travel expenses to the interview and, where necessary, overnight accommodation costs. However, if a candidate is offered the post and declines the offer, such expenses will not be reimbursed.

Candidates invited to interview must bring with them originals of the following documents: passport, birth certificate, UK driving licence (if they have one) along with counterpart licence, proof of address (e.g. recent bank statement or recent utility bill), all original degree certificate(s) and teaching qualification(s), along with any previous CRB/DBS checks.

Transport to and from School

Employers in the Paris region are required to reimburse 50% of the cost of using public transport to travel between work and home. This contribution is claimed by submitting a copy of your public transport travel card ('Pass Navigo') and all receipts to the administrative office.

Financial information

The BSP operates its own independent salary scale which is a generous one. The successful candidate for the post of Teacher of Geography will be placed on the BSP's Main Scale (or possibly Upper Scale), according to their profile and level of teaching experience. Further information will be available to applicants on request.



THE BRITISH SCHOOL OF PARIS

Person Specification Teacher of Geography

CRITERIA	ESSENTIAL	DESIRABLE
Education / Training / Professional Qualifications	Good honours degree or equivalent in relevant subject plus fully qualified teacher status in a school. (PGCE plus probationary year) Teaching experience	Further professional qualification
Skills & Abilities	Excellent classroom practitioner Good team player Good communication and organisational skills Confident leader Full use of ICT in teaching Ability to prioritise workloads	
Knowledge/Experience	Knowledge of the British National Curriculum Experience of teaching at A Level KS4 and KS3 Knowledge of effective safeguarding practices	Experience of teaching in an international environment.
Other	Willing to offer an Extra Curricular activity	Recognition of the diversity of cultures and nationalities within the school and the opportunities and challenges they possess



THE BRITISH SCHOOL OF PARIS

Senior School Teaching Staff Job description

This job description should be read in conjunction with the Conditions of Employment document as required by French law.

All individuals at The British School of Paris are committed to safeguarding and promoting the welfare of children and young people.

All teaching staff are expected to carry out the following:

The role of a subject teacher

- To teach the subject to a high standard throughout the Senior school
- To ensure that the School's educational policies are implemented within the classroom
- To ensure that the classroom practice reflects and promotes the School's aims and objectives
- To ensure good order and discipline in the classroom
- To be responsible to the Head of Department

Teaching

- To plan and prepare courses and lessons in accordance with the Schemes of Work developed in the department
- To teach, according to their educational needs, the pupils assigned to him/her, including the setting and marking of work to be carried out by the pupil in school and elsewhere.
- To assess, record and report on the development, progress and attainment of pupils.
- To promote the general progress and well-being of individual pupils and of any class or group of pupils assigned to him/her.

Curriculum

- To advise and co-operate with the Head of Department and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes and methods of teaching.
- To providing guidance and advice to pupils on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions; making relevant records and reports.

Assessment

- To set homework in accordance with the school's homework timetable, to mark homework promptly and communicate marks to pupils
- To keep records of pupil progress in accordance with the needs of the department and

This document may be amended and will be reviewed annually



THE BRITISH SCHOOL OF PARIS

the policies of the school.

- To communicate and co-operate with persons or bodies outside the school.
- To participate in meetings arranged for any purposes described above.
- To provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

Professional Development

- To keep abreast of developments in the subject area, including new materials and changes in teaching methodology
- To participate in further training and professional development.
- To participate in the School's Review and Development procedures.

Teaching Areas and Resources

- To maintain good order and discipline in the classroom.
- To maintain the good order and security of departmental teaching areas, equipment and stock.
- To develop a lively, interesting atmosphere conducive to learning in the classroom and in departmental areas.

Communication

- To participate in all whole staff and departmental meetings.

Administration

- To participate in arrangements for preparing pupils for public examinations and in assessing pupils for the purposes of such examinations; recording and reporting such assessments; and participating in arrangements for pupils' presentation for and supervision during such examinations.
- To set work for classes in the event of absence
- To respect the deadlines set for the smooth running of the school

School Life

- To be available for cover at pre-agreed times in the school week
- To attend assemblies.
- When full-time, to be available for teaching throughout the school day in accordance with school procedure.
- To carry any out other duties which may be required during the course of the school day by the Head of the Senior School.