

## JOB DESCRIPTION & BACKGROUND INFORMATION

<b>Post: Team Leader for Geography</b>	
The role	To provide highly effective leadership and management of Geography, supporting, challenging and developing the team to secure excellent progress and outcomes for all students. To manage, lead and develop the curriculum and the team's professional learning to ensure high quality teaching based on excellent subject knowledge and pedagogy. To manage the effective use of resources, including the learning environment, and to contribute to the wider work of the school, e.g. enrichment, building cultural capital and creating positive relationships with the whole school community.
Grade	TLR2c- £7,368
Line Manager	Member of the Senior Leadership Team with responsibility for Geography, History and Politics
Headteacher	Sarah Creasey
Team summary	There are currently 4 geography teachers including ECT's in the team. The post holder line manages: <ul style="list-style-type: none"> <li>• 3 teachers</li> </ul>
Terms & conditions	This post is offered subject to the terms and conditions in the Teachers' Pay and Conditions Document 2017, the National Standards for Qualified Teacher Status and the Teachers' Standards 2012.
Reason for vacancy	This is a permanent position. Current Team Leader has joined the school leadership team.
Equal opportunities	The school operates an equal opportunities policy. We believe in the right of all individuals, regardless of ethnicity, age, disability, sexuality, gender or background to be treated with respect and fairness.
Safeguarding	Parliament Hill School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We will ensure that our recruitment and selection practices reflect this. All successful candidates will be subject to DBS checks along with other relevant employment checks.
Employment checks required	<ol style="list-style-type: none"> <li>1. <b>Fully</b> completed application form (curriculum vitae <b>NOT</b> acceptable)</li> <li>2. Rehabilitation of Offenders Act declaration</li> <li>3. Right to work in the UK</li> <li>4. Enhanced DBS</li> <li>5. Employment history including explanation of any gaps</li> <li>6. Proof of academic and professional qualifications</li> <li>7. Qualified Teacher Status</li> <li>8. Statutory Induction Standards (if appropriate)</li> <li>9. General Teaching Council registration</li> <li>10. Occupational Health check</li> <li>11. Receipt of at least two satisfactory references</li> </ol>

<b>Information about the recruitment process:</b>	
Start date	January 2024 or sooner
Closing date for applications	Sunday 27 August 2023
Interview date	TBC
Interview panel	Sarah Creasey, Deborah O'Connor, Rachel Urquhart

### **Main responsibilities for all Team Leaders**

1. To develop best practice in curriculum design and ensuring a comprehensive, challenging and inspiring learning journey from KS3-KS5.
2. To develop inclusive pedagogies in the team's classroom and enrichment provision paying particular attention to meeting the needs of disadvantaged learners, those experiencing SEND or those for whom English is an additional language.
3. To ensure that all team members, including new staff, understand and are actively implementing the school's mission statement and all aspects of school and department policies.
4. In line with whole school targets and in discussion with the SLT line manager, determine subject targets and monitor the team's progress towards those targets, leading effective interventions as needed.
5. To lead the team's co-creation and implementation of a department development plan (DDP) based on the school development plan (SDP) and in light of local and national initiatives. To monitor the progress towards achieving the DDP targets, amending the plan and taking the actions necessary to ensure all team members contribute positively.
6. To develop a deep understanding of the strengths and professional learning needs of the team through systematic monitoring and discussion, e.g. through student voice, work scrutinies, line management and classroom visits.
7. To line manage department post-holders, promoting high expectations and modelling exemplary leadership behaviours.
8. To provide regular constructive feedback which recognises good practice and holds the team to account and to develop leadership potential.
9. To lead, monitor and evaluate the impact of the team's professional learning on students' achievement and well-being, ensuring equality of opportunity for all team members and succession planning for the next steps in their careers. To promote well-being in the team to positively impact on retention and recruitment.
10. To create opportunities to share best practice in the department and across the school, e.g. through co-constructing schemes of learning, contributing to professional learning of others and collaborating with other Team Leaders.
11. To celebrate students' successes, including contributing to the school's marketing and publicity strategies.
12. To lead appraisal in the team and to quality assure any appraisal carried out by post-holders, ensuring the appraisal process makes a measurable, positive impact on all students' achievement.
13. To ensure the budget achieves best value for money in line with identified priorities.
14. To be responsible for health and safety during classroom activities and for enrichment activities, carrying out risk assessments in line with school policy.

### **In addition to the above, the role includes these specific responsibilities:**

1. To teach Geography to all year groups, including at GCSE and A level.
2. To liaise effectively with Team Leaders for Geography in the LaSWAP schools and LB Camden in order to secure excellent outcomes for students.
3. To engage with the relevant professional organisations, exam boards, universities, colleges and schools with excellent practice in the teaching of Geography to ensure the department is at the forefront of developments in the subject.

<b>The successful candidate will possess some, or all, of the following</b>	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Degree in the subject taught</li> <li>• QTS</li> <li>• Evidence of continuing professional learning</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Teaching the subject across the age range, including GCSE and A level, and/or vocational qualifications</li> <li>• Sound knowledge of curriculum developments in the subject</li> <li>• Curriculum development based on research into best practice with sustained experience of curriculum planning, implementation and review</li> <li>• Proven track record in raising achievement and securing excellent outcomes for students</li> <li>• Responsibility for leading and aspect of learning and teaching, innovation or change</li> </ul>
<b>Qualities and skills</b>	<ul style="list-style-type: none"> <li>• Excellent classroom teacher</li> <li>• Leads by example and displays a 'can do' attitude</li> <li>• Commitment to closing the attainment gap between disadvantaged and non-disadvantaged students</li> <li>• Ability to recognise and celebrate others' successes and hold colleagues to account</li> <li>• Excellent communication skills</li> <li>• High expectations of attainment, behaviour and professionalism</li> <li>• A vision and knowledge of how to promote excellent learning in the subject</li> <li>• Able to make learning relevant and exciting</li> <li>• Ability to create excellent professional relationships with all members of the school community to facilitate team working within and across departments and schools</li> <li>• Evidence of commitment to Equal Opportunities</li> <li>• Able to use technology creatively to enhance learning and management of the department</li> </ul>