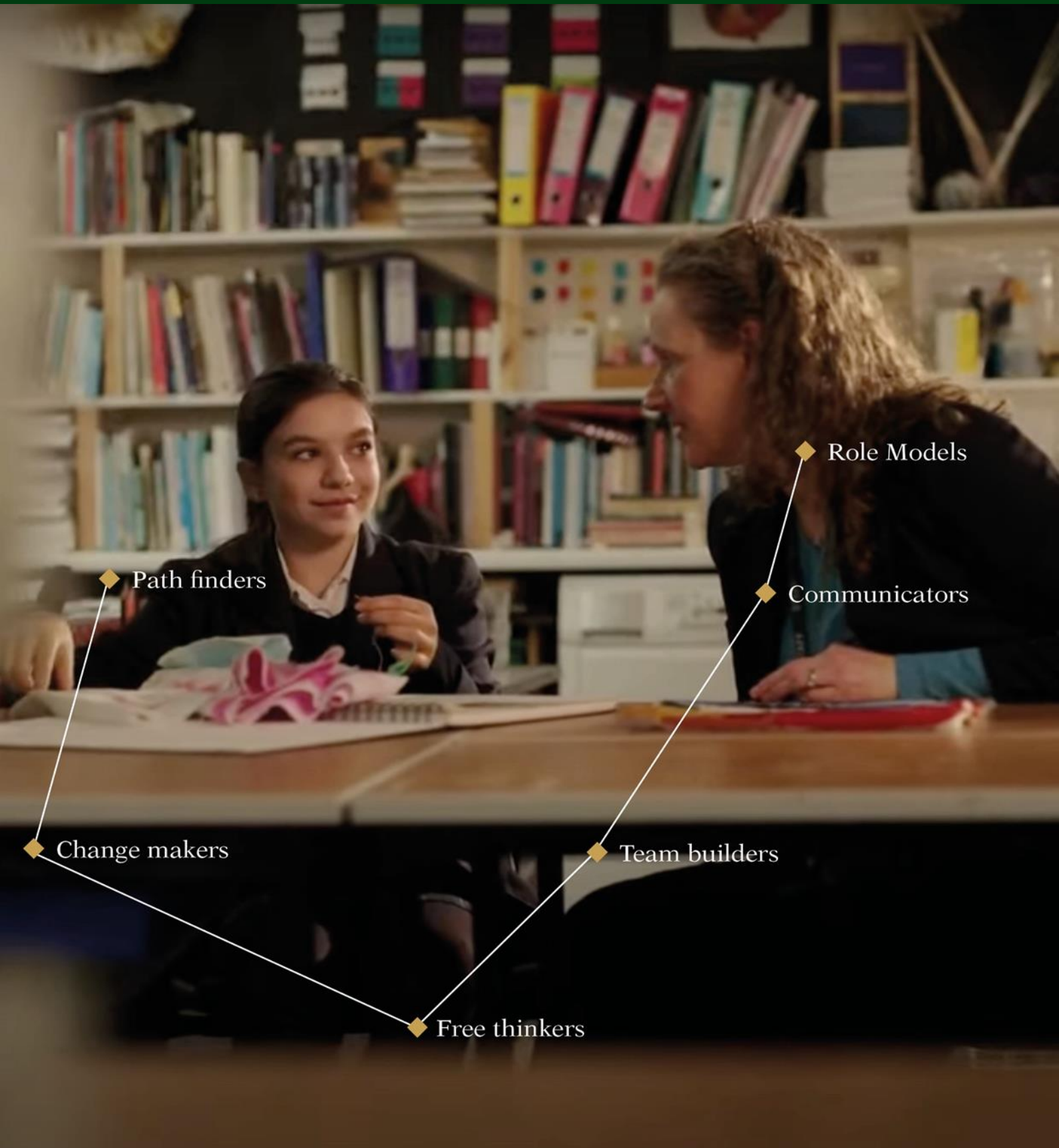


EXPLORE THE OPPORTUNITIES

Role outline for the position of:

## Head of Geography



Path finders

Role Models

Communicators

Change makers

Team builders

Free thinkers

Tomorrow's role models, shaped today.

## Welcome to the Malvern College Family of Schools

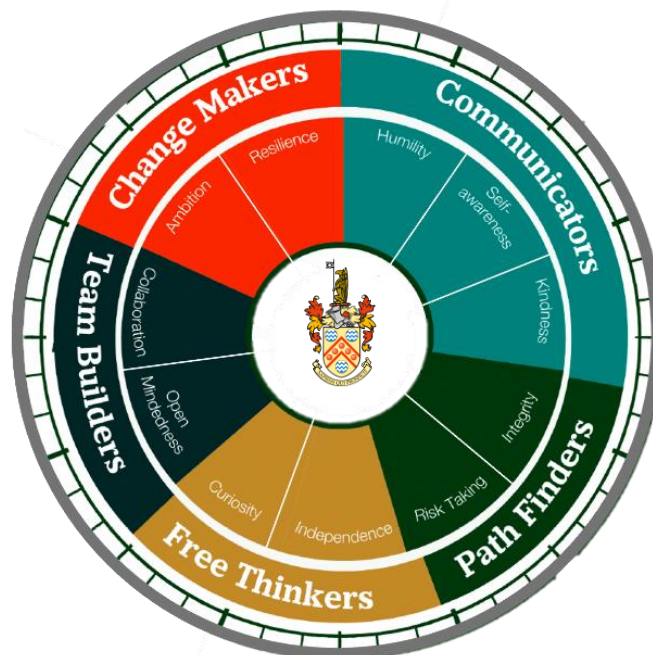
Established in 1865 in the scenic Malvern Hills, Malvern College is regarded as one of England's great independent schools for students aged 13 - 18. The College sits at the centre of a wider family of eight schools across four countries. A recent review described Malvern College as an '*academic titan with world class facilities and astounding co-curricular pursuits*'. Founded during Great Malvern's era as a spa town, the College has grown and transformed over the last 158 years, and the group now proudly serves a student body of over 820 in the UK and a further 3,600 overseas.

## Our Purpose

We instil and nurture emotional and cultural intelligence while developing core skills, qualities and intellectual curiosity. The College facilitates the attainment of the qualifications our pupils need, so that they become successful individuals who achieve personal fulfilment and able to make a positive contribution to the world.

## The Malvern Qualities

You will join a staff of c600 colleagues across our UK school sites, all of whom are committed to offering the best opportunities for our pupils. You will want to thrive on hard work and in being part of a supportive community, where we encourage good ideas, empower our colleagues and live and breathe our Malvern Qualities.



**Tomorrow's role models, shaped today.**

# EXPLORE THE OPPORTUNITIES



## Career Development

We believe in developing our staff as well as our pupils. In addition to supporting professional development for teachers through both internal and external

training, the Malvern Pathways leadership and management programme provides high quality training for staff across the Malvern Family of Schools. We support staff to become trainers or instructors in areas of particular interest, such as coaching and mental health youth first aid, Outdoor Pursuits or the Cadet Force.

1

Family

4

Countries

8

Schools

4,600

Pupils

1,700

Staff

1

Society

For staff keen to progress further and make the most of the partnership that the family of schools provides, there are opportunities to apply for short term professional development exchanges and to train as a Quality Assurance inspector. Given the holistic nature and breadth of Malvern College's educational reach, as well as the wider family of schools, every year career progression opportunities become available and are advertised across the group. Indeed, in recent years a growing number of Malvern Family Senior Leaders have spent time working in one or more of the other Malvern schools.

# Head of Geography

## Shaping tomorrow's role models. **The successful applicant:**

The successful applicant will hold a degree in Geography, or in a subject strongly related to Geography. They will be passionate about their subject and have the skills to communicate this enthusiasm to pupils and staff in teaching Geography throughout the school, and inspiring pupils to engage in super-curricular opportunities related to the subject. They will also demonstrate strong leadership skills, to continue driving the Geography department forwards.

The successful applicant will also want to impact positively on pupil achievement and development by contributing outside the department to both the pastoral and co-curricular spheres of our pupils' education and our desire to develop the 'whole child'.

## Working alongside role models. **The department:**

Geography is one of the most popular optional subjects at Malvern with over three quarters of students opting to study it at IGCSE and around 30-40 pupils each year continuing to study it in the Sixth Form. The six members of the department are enthusiastic teachers of their subject, who are often involved in a range of curriculum development projects across the school. Many of our Sixth Form Geographers take part in the vibrant and pupil led Geography Society, which hosts talks at least twice per term. The department also runs many fieldtrips, perhaps the highlight last year was our trip to Costa Rica with a future visit to Iceland planned in October 2025.

## Teaching role models. **The curriculum:**

In the Foundation Year (Year 9), all pupils take Geography, studying a bespoke skills-based course focusing on the Anthropocene, Sustainability and the Black Lives Matter movement. At GCSE, pupils take the Edexcel IGCSE (4GE1). In the Sixth Form, Geography is studied at A Level (AQA 7037) and at International Baccalaureate Higher and Standard levels.

## Being a role model. **Our colleagues:**

Our teachers actively support the ethos of the College and provide our pupils with high-quality teaching and a vibrant, stimulating learning environment. They work hard to maintain the high profile of their department throughout the College and help drive the further development of their specialism as a curriculum subject and as part of a wider collaborative super-curriculum.

We value independent learning and empower our pupils to develop this skill. We also encourage our colleagues to grow and develop through their own CPD and to cascade this through the department and wider staff body.

Teachers contribute fully to the life of the school through, in addition to teaching, participating in supervisory and co-curricular duties, including fulfilling a commitment to the sporting, pastoral and boarding life of the school. We have high expectations of our colleagues and want to see evidence of success year on year not only through exam results but also through the additional value they can add to our pupils' lives at Malvern.

# Head of Geography

## Key academic requirements of the role

- To provide leadership and support for all members of the team, to maximise the quality of teaching and learning that pupils receive within the curriculum area of Geography, in a vibrant, stimulating learning environment.
- To provide pupils with high-quality Geography teaching and a vibrant, stimulating learning environment.
- To help maintain the high profile of Geography throughout the College and to help drive the further development of Geography as a curriculum subject and as part of a wider collaborative super-curriculum.
- Responsibility for the learning, progress, and achievement of all pupils and adapting teaching to meet the needs of all students ensuring that all pupils have equal access to an excellent education.
- Encouraging independent learning in all pupils where appropriate.
- Forging strong and productive pupil relationships rooted in mutual respect, professionalism, and dignity for all.
- Ensuring equality of opportunity of learning for all students through adaptive teaching practice and pedagogy.
- To be responsible for any other aspects of school life associated with the Geography department, for instance running field trips and Geography Society, providing meaningful and enjoyable opportunities for pupils to develop their engagement with the subject beyond the standard academic timetable.
- Contributing to the twice-a-week after-school Geography clinic to provide further support to students that need additional guidance and support with Geography.
- To follow agreed policies on such matters as reports, marking, and assessment.
- To support and monitor the delivery of the subject by all members of the Geography team by means of, among other things, regular lesson observations and work scrutinises.
- To prepare schemes of learning and be responsible for all aspects of the management of the Geography curriculum area, including management of the departmental budget.
- To be a collaborative and fully integrated member of the Heads of Department team, to attend meetings, prepare departmental reports and contribute to the School and Staff Development Plans.
- To encourage and support the use of ICT within the Geography Department and championing this amongst our pupils.
- To support pupil development as a Lower School or Sixth Form Tutor and as a House Tutor.
- To participate in CPD to enhance and maintain knowledge and understanding of the subject and curriculum and cascade any CPD learning to the department.

## Key non-academic requirements of the role

- To contribute fully to the life of the school through, in addition to teaching, participating in the normal supervisory and co-curricular duties undertaken by all members of staff, including fulfilling a commitment to the sporting, pastoral and boarding life of the school.
- Acting as a role model for setting and maintaining high expectations of all students, embodying the Malvern Qualities in professional conduct and approach.
- Accompanying pupils on planned academic school trips (subject to availability) with other members from the department.

## Limits of responsibility

- To report to the Director of Studies and ultimately responsible to the Headmaster.
- To adhere to school and departmental policies.
- To undertake a pastoral role, including that of either a Lower School or Sixth Form Tutor following school policy, reporting to the Deputy Lead, Pastoral and Housemaster/mistress

# Head of Geography

## Person Specification:

We want you to enjoy working at Malvern College. If you are willing to be a role model and pathfinder and live out the Malvern Qualities, then you may be the sort of person that will thrive here. In addition, you will:

Essential & Desirable Qualities	Malvern Qualities
<p data-bbox="81 633 464 667"><b>Education and Qualifications</b></p> <p data-bbox="81 685 268 719"><b>ESSENTIAL:</b></p> <ul data-bbox="81 734 975 819" style="list-style-type: none"> <li>◆ Good honours degree in Geography or a closely related subject</li> <li>◆ An appreciation of the aims of independent education</li> </ul> <p data-bbox="81 835 392 869"><b>HIGHLY DESIRABLE:</b></p> <ul data-bbox="81 884 903 969" style="list-style-type: none"> <li>◆ PGCE or similar</li> <li>◆ Experience of teaching A Level and IB (IB an advantage)</li> </ul>	<p data-bbox="1173 633 1358 667"><b>Free thinkers</b></p> <ul data-bbox="1173 685 1437 819" style="list-style-type: none"> <li>◆ Independence</li> <li>◆ Curiosity</li> <li>◆ Ambition</li> </ul>
<p data-bbox="81 1104 647 1137"><b>Experience, Knowledge and Understanding</b></p> <p data-bbox="81 1182 268 1216"><b>ESSENTIAL:</b></p> <ul data-bbox="81 1234 1158 1805" style="list-style-type: none"> <li>◆ Highly effective classroom teaching with up-to date knowledge and understanding of a range of teaching and learning strategies and their use to deliver the curriculum</li> <li>◆ Demonstrable, through role modelling, experience of promoting high standards of both achievement and behaviour</li> <li>◆ Open-minded approach to using new technology within the classroom to facilitate teaching and learning</li> <li>◆ Willingness to participate in the wider pastoral life of the College</li> <li>◆ A curious and willing approach to co-curricular activities and attendance at meetings and College events</li> <li>◆ A collaborative approach to putting students first</li> <li>◆ Willingness to engage, empower and build trust and effective relationships with colleagues and pupils, working within school policies as appropriate</li> </ul> <p data-bbox="81 1821 272 1854"><b>DESIRABLE:</b></p> <ul data-bbox="81 1870 860 1904" style="list-style-type: none"> <li>◆ Previous experience working in an independent school</li> </ul>	<p data-bbox="1173 1104 1342 1137"><b>Path finders</b></p> <ul data-bbox="1173 1182 1453 1317" style="list-style-type: none"> <li>◆ Self-Awareness</li> <li>◆ Resilience</li> <li>◆ Ambition</li> </ul>

# Head of Geography

## Person Specification:

Essential & Desirable Qualities	Malvern Qualities
<p data-bbox="81 533 502 566">Role Related and Personal Skills</p> <p data-bbox="81 577 268 611"><b>ESSENTIAL:</b></p> <ul data-bbox="81 622 1185 969" style="list-style-type: none"> <li data-bbox="81 622 1185 712">◆ Ability to inspire, empower and motivate students to be risk takers so that they engage with new initiatives</li> <li data-bbox="81 723 1185 768">◆ Excellent communication skills, both orally and in writing</li> <li data-bbox="81 779 1185 824">◆ Demonstrable ability to organise and schedule events, activities and resources</li> <li data-bbox="81 835 1185 880">◆ Ability to multitask, prioritise and to work flexibly to tight deadlines</li> <li data-bbox="81 891 1185 936">◆ Willingness to contribute to personal, colleague and departmental development</li> <li data-bbox="81 947 1185 969">◆ Committed to the safeguarding of children</li> </ul>	<p data-bbox="1185 533 1404 566">Communicators</p> <ul data-bbox="1185 577 1508 813" style="list-style-type: none"> <li data-bbox="1185 577 1508 622">◆ Risk-taking</li> <li data-bbox="1185 633 1508 678">◆ Resilience</li> <li data-bbox="1185 689 1508 734">◆ Curiosity</li> <li data-bbox="1185 745 1508 790">◆ Independence</li> <li data-bbox="1185 801 1508 813">◆ Collaboration</li> </ul>
<p data-bbox="81 1081 199 1115">General</p> <ul data-bbox="81 1126 1185 1290" style="list-style-type: none"> <li data-bbox="81 1126 1185 1216">◆ A willingness to fully immerse yourself in life at Malvern College for the good of our pupils</li> <li data-bbox="81 1227 1185 1272">◆ Have a flexible approach to working hours and duties</li> <li data-bbox="81 1283 1185 1290">◆ A positive 'can do' approach to tasks</li> </ul>	<p data-bbox="1185 1081 1380 1115">Team builders</p> <ul data-bbox="1185 1126 1508 1272" style="list-style-type: none"> <li data-bbox="1185 1126 1508 1171">◆ Kindness</li> <li data-bbox="1185 1182 1508 1227">◆ Collaboration</li> <li data-bbox="1185 1238 1508 1272">◆ Humility</li> </ul>

# Head of Geography

## Safeguarding Responsibilities

- ◆ Promoting and safeguarding the welfare of children and young persons with whom you come into contact; and
- ◆ Reporting any safeguarding concerns, including low level concerns, to the Designated Safeguarding Lead or their Deputy in a timely manner.
- ◆ This post involves contact with children and the post holder will be responsible for children. The post holder will be considered to be in regulated activity.

## Application Process

Applicants may contact the Head of Geography, Mr Rupert Needham to discuss the post if they wish. Mr Needham can be contacted by email: [rupert.needham@malverncollege.org.uk](mailto:rupert.needham@malverncollege.org.uk)

Applications consisting of an online application form including a supporting statement should be submitted via the TES website.

If you have a query regarding the application process, please contact the Human Resources team either via email [humanresources@malverncollege.org.uk](mailto:humanresources@malverncollege.org.uk) or by phone 01684 581647.

## The selection process will involve:

- ◆ An observed lesson
- ◆ An interview with the Head of Department and one of the Academic leadership team
- ◆ An interview with the Headmaster and/or Senior Deputy Head
- ◆ An interview with Deputy Head: Pastoral and/or one of the Pastoral leadership team
- ◆ Time meeting the department
- ◆ Bring original ID with you to prove your right to work in the UK and your qualifications

It should be noted that the above list of duties and responsibilities is not necessarily a complete statement of the duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

# Head of Geography

## General Requirements

In accordance with the provisions of the Health and Safety at Work Act 1974 (as amended) and the Management of Health and Safety at Work Regulations 1999 (as amended) you must take reasonable care not to endanger yourself or other persons whilst at work. You must comply with Malvern College's legal duties for Health and Safety.

Malvern College is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 (as amended) and Keeping Children Safe in Education (as amended) and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements. All employees must attend appropriate training in accordance with College and local Safeguarding Board stipulations.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are 'spent' unless they are 'protected' under the DBS filtering rules) in order to assess their suitability to work with children.

Malvern College exists to provide a quality all round education for pupils aged 13 – 18 and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Candidates must be prepared to undergo child protection screening and an Enhanced DBS check.

You will be required to provide proof of your identity, right to work in the UK and qualifications during the selection process. We will seek references on short-listed candidates that will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications before interview. An online search will also be carried out as part of due diligence on all short-listed candidates.

# Discover the benefits.

This is a fulltime teaching post, which includes lessons on Saturday mornings and support of sports fixtures on Saturday afternoons. You will also be required to work on some Sundays during the academic year.

- ◆ Membership of APTIS (Aviva Pension Trust for Independent Schools) with tiered employer contributions
- ◆ Subsidised Private Health Insurance.
- ◆ Opportunity to take on additional responsibilities for which there are additional allowances.
- ◆ Fee concessions for Malvern College and The Downs Malvern.
- ◆ Enhanced sick pay and maternity and paternity leave
- ◆ Discounted childcare at holiday day camps (held during holidays at The Downs Malvern).
- ◆ Free meals during periods of duty, including daily lunches in boarding houses with other staff and pupils.
- ◆ Discounted hot drinks in the College's new onsite cafe, The Grub.
- ◆ Generous membership terms (family and personal) for the College Sports Facility.
- ◆ Free on-site parking and access to the Malvern College Library
- ◆ Cycle-to-Work scheme.
- ◆ Flu vaccinations (subject to availability)
- ◆ Personal Accident Insurance cover
- ◆ We support colleagues that require some additional support through a local Counsellor
- ◆ On site accommodation may be available, depending on the role, but cannot be guaranteed



Amazing facilities



Discounted membership at Malvern Active



Generous school holidays



Opportunities to grow



Join a community of role models



MALVERN  
COLLEGE