



Dunottar School
The best in everyone™
Part of United Learning

Job Description

Job Title:	Teacher of Geography
Reports To:	Head of Department
Start Date:	September 2019
Hours:	Part time up to 4 days with the possibility of a full time role if combined with a required subject
Salary:	United Learning pay scale
Application Deadline:	Friday 17 th March 2017

Overview

Dunottar is a co-educational school for pupils aged 11-18 set in extensive grounds of 15 acres on the outskirts of Reigate. With a new Headmaster in September 2017, the school is on a very exciting journey. The school is experiencing fast growth in pupil numbers and is currently in the process of a £6.6Million capital development programme to build a new Sixth Form Centre and a whole school Assembly Hall to accommodate future growth.

Dunottar is a great place to work, with a team of highly professional and committed teachers and support staff. We incorporate best practice from independent schools and academies right across the United Learning Group, whilst retaining our unique, friendly ethos in Reigate where pupils are nurtured to make significant personal progress at the same time as achieving excellent academic results. United Learning is an outstanding organisation which prides itself on providing a working and learning environment which encourages 'the best in everyone'. You will join a network of staff belonging to 60 other schools, with opportunities to engage with fellow professionals which far exceed what one school could achieve on its own. Personal development and career opportunities are excellent.

Key Responsibilities

- Enable pupils to acquire new knowledge and to make good progress according to their ability to increase their understanding and develop their skills in the subject being taught
- Display evidence of well-planned lessons, and effective teaching methods, activities and management of class time
- Show a good understanding of the aptitudes, needs and prior attainments of the pupils, and that these have been taken into account when planning lessons
- Display a high level of knowledge and understanding by the teacher of the subject matter being taught, and communicate this enthusiastically to students
- Employ an excellent range of teaching strategies, high-quality resources and activities, thus enabling all students to fulfil their academic potential
- Ensure that marking of pupils' work is both regular and thorough and that full records are kept in line with the Assessment, Recording and Reporting Statement



- Ensure that pupil assessment is used to inform lesson planning so pupils can make progress, and evaluate pupil performance both in terms of the school's stated aims and national norms
- Use effective strategies for managing behaviour and encouraging students to act responsibly
- Have high expectations of students
- Create a stimulating and positive learning environment
- Keep abreast of current thinking and development in relevant subject area(s)
- Assist the Head of Department with the development of appropriate specifications, schemes of work and teaching styles
- Share resources and training materials with colleagues
- Work with other members of the department to ensure that all resources are well looked after and that departmental areas provide a stimulating environment for teaching
- Contribute to departmental activities, e.g. enrichment work, clubs, societies and trips
- Provide or contribute to oral and written assessments, reports and references relating to individual pupils
- Attend Parents' Evenings
- Attend and contribute to relevant meetings when required
- Be involved in a House, attend House meetings and support House events
- Take part in one or more co-curricular activity
- Attend and support assemblies and co-curricular events e.g. concerts, plays
- Pastoral Care is the responsibility of all members of teaching staff at Dunottar, staff must:
 - Contribute to the pastoral care and personal development of pupils
 - Report any pastoral concerns to the Head of Section or in serious circumstances the Deputy Head Pastoral
- Be fully conversant with the Child Protection policy and report any concerns or allegations to the Senior Designated Person.

This job description is not intended to be all-inclusive and the post holder may perform other duties reasonably required by the Headmaster. The School reserves the right to make an appointment at any stage during the recruitment process.



Person Specification

Professional Qualifications and Skills

- ☐ A record of good academic achievement including a relevant honours degree (2.ii or above)
- ☐ PGCE/QTS
- ☐ Excellent oral and written English

Personal Qualities

- ☐ High levels of personal and professional integrity
- ☐ Commitment to outstanding teaching
- ☐ High degree of self-confidence, personal energy and dynamism
- ☐ Personal warmth, good rapport with pupils, colleagues and parents
- ☐ Excellent organisational skills
- ☐ Appropriate levels of personal presentation

Teaching and Learning

- ☐ Excellent knowledge of the relevant curriculum
- ☐ Evidence of creative and innovative approach to teaching & learning including the appropriate use of ICT
- ☐ Commitment to evaluating and improving own teaching

Philosophy and Ethos

- ☐ A commitment to safeguarding and promoting the welfare of children and young people
- ☐ Be willing to contribute to our busy co-curricular programme of activities involving trips and clubs
- ☐ High expectations for pupil attainment, personal development and conduct
- Commitment to best practice in pastoral support and student welfare