

## Christ's College, Guildford



**Head of Geography**  
**To start in September 2019**  
**Information booklet for prospective applicants**

**Christ's College, Guildford**

Dear Applicant,

Thank you for your interest in the role of Head of Geography at Christ's College.

Christ's College is an exciting place to work with dedicated staff, positive students and supportive parents. At our last OFSTED inspection we were rated as Good and have seen many improvements since that inspection. In 2010 and 2016 we received letters from the Department for Education recognising the improvements we have made. We are looking for colleagues to join us in working to make Christ's College even better in the future.

We have seen a rise in the number of families making Christ's College their first choice of secondary education. In 2014 we increased our intake numbers from 125 to 156. In the last three years we have been significantly oversubscribed which we expect to continue in September 2019.

We have a proven track record of excellent professional development opportunities. Staff are provided opportunities for career progression, with high quality training in place.

If you believe yourself to be the right candidate for this position, we would welcome your application. If you would like more information and have questions about the post or the College please contact me on [jobs@christscollege.surrey.sch.uk](mailto:jobs@christscollege.surrey.sch.uk) or 01483 537373

I look forward to receiving an application from you.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'S Hatch', with a stylized flourish at the end.

Sarah Hatch

Principal

## Christ's College, Guildford

### **About Christ's College**

Christ's College is a thriving 11-18 school serving the non-Christian and Christian community of Guildford, Woking and the surrounding areas. We are proud of our Church heritage and hope that this has helped us to create an environment that is inclusive and supportive of all. Our aim for the children at Christ's College is that they should develop the values of service, respect, stewardship, co-operation and love. We know that success only comes through hard work and perseverance; life can be difficult and therefore we all need resilience; but we need to work with optimism and believe that our hard work will open up great opportunities for us.

Over the last few years Christ's College has continued to grow. We have seen a significant rise in the percentage of children gaining 5 or more GCSEs. We are determined to build upon our high standards and ensure that students at Christ's College achieve excellent outcomes. Our OFSTED inspection (February 2013) the College moved to being rated as good in all areas. OFSTED said of Christ's College:

**“Students make good progress from relatively low starting points. They achieve well and enjoy school and the opportunities it presents.”**

**“The ethos of the school promotes learning. Students feel safe and relationships at all levels in the school are warm and supportive. Students conduct themselves well around the school.”**

In 2014, the Governors decided to increase the intake number from 125 to 156. In the last three years the College has been significantly oversubscribed. The plan is that Christ's College will grow from its present size of 750 pupils to approximately 950 pupils by 2020. This increase in size will require an increase in the capacity of both the main building and also the Sixth Form Centre.

## **Christ's College, Guildford**

### **Advantages of working at Christ's College**

- There is a real sense of belonging, camaraderie and mutual respect within the whole community
- Parents and governors are highly supportive of the College
- Students are aspirational and committed to their studies
- Staff are dedicated, skilful and hard-working
- There are good opportunities for internal promotion in a growing school which has a tradition of acknowledging and rewarding hard work
- As a relatively small school which offers a full suite of extra-curricular activities, it is easy to be involved in a wide range of enrichment activities in Sport, Performing Arts and elsewhere
- Quality CPD
- A values driven educational establishment which underpins all areas of college life
- A member of The Good Shepherd Trust.

## The job profile for Head of Geography

<b>JOB TITLE:</b>	Head of Geography
<b>DURATION / HOURS:</b>	Permanent Post with effect from September 2019 or soon as possible thereafter.
<b>PAY:</b>	MPS/UPS Plus TLR
<b>ELIGIBLE TO APPLY:</b>	All teachers with suitable skills and experience
<b>RESPONSIBLE TO:</b>	Assistant Principal
<b>SELECTION PROCESS:</b>	<b>Method:</b> Please complete the application form found on our website.

Candidates will be assessed as their application is received, therefore early application is recommended and we may interview before the closing date if sufficient strong applicants apply-

### PURPOSE OF THE POST:

- To lead, facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated Geography curriculum for students.
- To raise attainment and progress in Geography.
- To challenge under-achievement with a particular focus on those who are disadvantaged.
- To carry out any other specific duty assigned by the Principal or their appointed representative.

### AREAS OF RESPONSIBILITY:

To work with the Assistant Principal in the following areas:

1. Lead the development of appropriate syllabuses, resources, schemes of work, marking policies, assessment and teaching and learning strategies in the department.
2. Be responsible for the day-to-day management, control and operation of course provision with the department, including effective deployment of staff and physical resources.
3. Monitor actively and follow up student progress
4. Work with colleagues to formulate aims, objectives and strategic plans for the department which have coherence and relevance to the needs of students and to the aims, objectives and strategic plans of the school. Be aware of the school's SEN policy and take responsibility for delivering its day to day provision within the department. Be responsible for accessing all information related to students with SEN via the SEN register and meetings with the SEN teacher. Ensure that all staff within the department are up to date and meet the needs of students with SEN.
5. Work with the Assistant Principal to ensure that staff development needs are identified and that appropriate programmes are designed to meet such needs.
6. Make use of analysis and evaluate performance data provided.
7. Produce reports on examination performance, including the use of progress data.
8. In conjunction with the Raising Standards Leader, manage the department's collection of data.
9. Actively monitor and respond to curriculum development and initiatives at national, regional and local levels.
10. Lead and manage the planning function of the department, and to ensure that the planning activities of the department reflect the needs of students within the subject area and the aims and objectives of the college.
11. Serving as an ambassador for the school to the wider community, including linked primary schools, through Geography.

**Christ's College, Guildford – Perseverance Resilience Optimism**

**Person Specification – Head of Geography**

		<b>Essential</b>	<b>Desirable</b>
1	Qualifications	Qualified Teacher Status Honours Degree in Geography	Further professional study
2	Leadership	Fully committed to achieving the highest of standards and best practice in Geography Evidence of successfully leading an initiative which has led to improved results	The ability to teach another subject within the Humanities family.
2	Experience	Proven track record Excellent track record of attendance	Experience of teaching Geography at KS5
3	Knowledge / Skills	Up to date knowledge of examination specifications for GCSE Geography Up to date knowledge of best practice in teaching and learning in Geography Knowledge of effective strategies for meeting the needs of SEN D and EAL learners in Geography Knowledge of effective strategies for meeting the needs of the most able in Geography	Up to date knowledge of examination specifications for A Level Geography Experience of marking GCSE exam papers
4	Personal Qualities	Resilience, determination and enthusiasm High expectations of self and students Ability to work as part of a team Excellent written and oral communication skills A desire to keep skills and knowledge up to date	A desire for further professional development and promotion A willingness to contribute to the extra-curricular life of the school