**Please note the school does not accept CV’s and will only consider completed application forms for shortlisting**

Portland Place School is a leading independent co-educational day school for children aged 10-18, located directly in the heart of the City of Westminster. It was founded with a particular purpose in mind: to be an alternative to the intense, large, examination focused independent day schools of which there are many in London.

We believe that exceptional teaching, combined with a modern curriculum inside and outside the classroom, provides the best stimulus for children to become inquisitive, open-minded and creative learners and achieve beyond exams.

The Humanities Faculty is a hugely successful faculty within PPS. The staff within the Faculty consist of highly skilled and dedicated people who are passionate about their subjects. The successful candidate will have the opportunity to be part of a dedicated Faculty and take a really substantial role in the development of/contribution to increasing the popularity of Geography at GCSE. There is also the opportunity to establish new fieldwork locations.

The school is looking for an enthusiastic and highly skilled Teacher of Geography within the Humanities Faculty. The post is full time starting from January 2019. The post is suitable for an NQT or experienced teacher for whom the school provides the ISTIP route. The salary will be in line with mainstream sector but in the Alpha Plus Scale.

The successful applicant will be able to engage, motivate and drive enthusiasm amongst our students for their chosen subject and play a key role in raising attainment. The applicant will be able to contribute, along with the rest of the Faculty staff, to further promote and develop Humanities across the school.

**Join Alpha Plus Group – the gold standard in education**

At Alpha Plus schools and colleges we offer rewarding careers. Our teachers and staff are passionate about education and have a desire for personal development.

Alpha Plus is a values-led organisation that prides itself on its high expectations of all involved in the education process.

**Job Description**

**JOB DETAILS: Full Time (permanent)**

**Job Title: Teacher of Geography Reports to: Head of Humanities**

**Location: Portland Place School**

**JOB PURPOSE**

Geography is a thriving and successful department which aims to bring the subject alive for its pupils through innovative, thought provoking lessons. It is an increasingly popular subject at GCSE and several of our current A Level students are applying to study it at university. As a faculty we are continually aiming to encourage more students to study Humanities (including Geography) at GCSE. To this end a friendly and driven teacher with excellent subject knowledge would be best suited to the role. We have an ample budget and an incredibly supportive team who are constantly open to new ideas. At GCSE we follow the AQA specification and at A2 we follow OCR.

Fieldwork is an essential part of Geography and the successful candidate will have the opportunity to lead some of these. Currently we have trips planned for the Azores as well as those in the local area for 2019. In recent years we have been to New York, the United Nations in Geneva and Tanzania.

**RESPONSIBILITIES**

**Teaching and Learning:**

* Planning and preparing courses and lessons in accordance with the syllabuses of the school and examining boards.
* Teaching the pupils allotted to her/him in accordance with their needs and at the times specified by the school.
* Setting, marking and assessing the work (including examinations) of pupils.
* Monitoring pupils’ progress.
* Reporting on pupils’ progress to the Head of Department, Head of Faculty, Form Tutor, Deputy Head or Headmaster as appropriate.
* Recording marks and grades according to the school’s policy.
* Attending department meetings and following the Head of Department’s guidelines.
* Keeping abreast of her/his subjects and developing skills by reading and attending courses as appropriate.

**General Duties:**

* Undertaking the duties of Form Tutor.
* Attending and participating in regular meetings.
* Upholding the pastoral constitution of the school; demonstrating concern for the pupils’ safety, psychological well-being, standard of behaviour, appearance, attendance and punctuality.

**SKILLS AND EXPERIENCE REQUIRED**

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| --- | --- | --- |
| **Area** | **Criteria** |  |
| **Skills, Knowledge and Experience** | Ability to plan and deliver outstanding, relevant and innovative lessons  Experience of teaching Geography at KS4 and KS5  Ability to lead extra-curricular activities  Excellent communication  Excellent and up-to-date subject knowledge  Knowledge of the AQA GCSE specifications  Knowledge of the A level OCR specifications | Essential  Essential  Essential  Essential  Essential  Desirable  Desirable |
| **Qualifications** | A good degree including Geography  A PGCE qualification | Essential  Essential |
| **Qualities** | Creative, enthusiastic and inspirational teacher  A passion for educating children  Willingness to participate in and take responsibility for trips  Commitment to working as part of a team | Essential  Essential  Desirable  Essential |

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| **SAFEGUARDING**  APG is committed to safeguarding and promoting the welfare of children and young people and as an  employee of APG you are expected to share this commitment. The protection of our students’ welfare is the responsibility of all staff within APG Schools and individuals are expected to conduct themselves in a way  that reflects the principles of our organisation. All staff are required to undertake vetting & compliance via the DBS service. |

JOB DESCRIPTION AGREEMENT

Job Holders signature: Date:

Manager’s signature: Date:

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