

## JOB DESCRIPTION

<b>Job Title:</b> Geography Teacher	<b>Reporting to:</b> Head of Department
<b>Location:</b> Arena Academy	<b>Annual salary:</b> MPS/UPS
<b>Contract type:</b> Permanent	<b>Hours of work:</b> Full-time

### Job Purpose and Responsibilities

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned students, making accurate and productive use of assessment.
- Adapt teaching to respond to the strengths and needs of students.
- Set high expectations which inspire, motivate and challenge students.
- Promote excellent progress and outcomes by students.
- Demonstrate excellent subject and curriculum knowledge.
- Demonstrate their quality of teaching is 'good' to 'outstanding'.
- Participate in arrangements for preparing students for external tests.

### Whole-School Organisation, Strategy and Development

- Make a positive contribution to the wider life and ethos of the school.
- Work with others on curriculum and pupil development to secure coordinated outcomes.
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach.

### Professional Development

- Take part in the school's appraisal procedures.
- Take part in further training and development in order to improve own teaching.
- Take part in the appraisal and professional development of others, where appropriate.

### Communication

- Communicate effectively with students, parents and carers.

### **Working with Colleagues and Other Relevant Professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.

### **Personal and Professional Conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities.

### **Additional Areas of Responsibility for the Upper Pay Range (UPR)**

- Contribute significantly to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values.
- Have extensive knowledge of Geography, related pedagogy and assessment.
- Provide a critical role in the life of the school.
- Be a role model for teaching and learning.
- Make a distinctive contribution to the raising of pupil standards.
- Take advantage of appropriate opportunities for professional development and use the outcomes effectively to improve students' learning.
- Lead on e.g. teaching and learning, and pedagogy and curriculum initiatives in a subject or year group.
- Provide pastoral care as required and being aware of mental health and wellbeing needs.
- Provide advice, coaching and mentoring to other teachers in order to help them develop and meet the relevant standards.

The above is not exhaustive and may be amended commensurate with the post holder's salary and grade as required by the Headteacher.

### **Special Conditions of Employment Rehabilitation of Offenders Act 1974**

This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant convictions, cautions, and reprimands being considered. Any arrests, convictions cautions or reprimands of relevance, obtained by the jobholder after enhanced DBS clearance has been acquired, must be disclosed to the Headteacher by the jobholder. Failure by the jobholder to do so, or the obtaining by the jobholder of a relevant conviction caution or reprimand, may be managed in accordance with CORE Education Trust Disciplinary Procedure.

### **Health and Safety**

The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act). Full guidance regarding health and safety is set out in CORE Education Trust Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager and must be observed.

### **Equality and Diversity**

CORE Education Trust is committed to equality and values diversity. As such, it is committed to fulfilling its Equality Duty obligations and expects all staff and volunteers to share this commitment. This Duty requires the Trust to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age gender, race and faith, and people who do not share them. Staff and volunteers are required to treat all people they encounter with dignity and respect and are entitled to expect this in return.

### **Training and Development**

The Academy has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their own continuous professional development and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

### **Mobility**

The jobholder may be required to transfer to any job appropriate to their grade at such a place as in the service of the Trust they may be required, in accordance with legitimate operational requirements and / or facilitating the avoidance of staffing reductions.

This job description may be subject to review and / or amendment at any time to reflect the requirements of the job. Amendments will be made in consultation with any existing jobholder and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests.

**CORE Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS (Disclosure and Barring Services) Check is required for all successful applicants.**

<b>Job Description Reviewed on:</b>	
<b>Job Description Reviewed by:</b>	