

<b>JOB TITLE</b>	Teacher of Geography with TLR 2C (Duke of Edinburgh)
<b>RESPONSIBLE TO</b>	Head of Department
<b>SUPERVISES</b>	N/A
<b>GRADE</b>	Teachers Main Scale/Upper Pay Scale

### **Main purpose**

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

### **Duties and responsibilities**

#### **Teaching**

- 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 pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote excellent progress and outcomes by pupils
- Demonstrate excellent subject and curriculum knowledge
- Demonstrate their quality of teaching is 'good' to 'outstanding'
- Participate in arrangements for preparing pupils 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 co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

#### **Health, safety and discipline**

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

#### **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 pupils, 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

### Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

### Duke of Edinburgh

- To lead and manage the activities of the DofE programmes and delivery of the annual plan
- Appointment and training of staff supporting the DofE programme.
- Administrative tasks including maintenance of DofE records, ordering of welcome packs, ordering of equipment, maintenance of equipment, etc.
- Manage and lead activities and expeditions during and outside normal school hours ensuring all activities are risk assessed and submitted to the Evolve system appropriately for approval.
- Support D of E participants as they progress through their programme and maintaining communications with parents.
- To liaise with outside organisations to find and promote opportunities for students to complete the sections of their Award.
- Promotional and outreach activities to staff, parents and pupils to boost participation.
- To participate in CPD opportunities to develop good practice.
- Submission of programmes for approval to the DofE Award Verifier.

### Person specification

CRITERIA	QUALITIES
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Successful teaching experience</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Highly competent in all elements of the Teachers' Standards</li> <li>• Achievements and contribution to educational settings are substantial and sustained</li> <li>• An excellent knowledge of the National Curriculum</li> <li>• An excellent knowledge of effective teaching and learning strategies</li> <li>• An excellent understanding of how children learn</li> <li>• Extensive knowledge of how to adapt teaching to meet pupils' needs</li> <li>• Ability to build effective working relationships with pupils</li> <li>• An excellent knowledge of guidance and requirements around safeguarding children</li> <li>• Extensive knowledge of effective behaviour management strategies</li> <li>• Extensive knowledge and well-informed understanding of the assessment requirements and arrangements for the subject/curriculum area you teach</li> <li>• A more developed knowledge and understanding of your subject/curriculum area and related pedagogy, including how learning should progress</li> <li>• Flexible, creative and adept at designing learning sequencing within and across lessons as part of the curriculum</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> </ul>