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| Logo, company name  Description automatically generated  Job Description |

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| **Job Title:**  **Band:**  **Responsible to:** | Director of Geography for Brighter Futures Learning Partnership Trust  L8 to L12 (Leadership Post) Salary can be negotiable for exceptional candidate  CEO of Brighter Futures Learning Partnership Trust |

**This post is suitable for someone who has been a successful Head of Geography with at least 2 to 3 years’ experience**

**Main Duties and Responsibilities**

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| **Knowledge and Understanding**   * To be an effective teacher across the full age and ability range, having a secure knowledge and understanding of the concepts and skills in the appropriate specialist subject(s). * To have the knowledge and skills to lead a department(s) successfully and to secure positive outcomes for young people of all abilities.   **Planning, Teaching and Class Management**   * To prepare lessons thoroughly, utilising long and medium-term plans. * To maintain accurate and up-to-date lesson plans, including homework set. * To ensure all lessons achieve progression in students’ learning, identifying clear targets, setting appropriate tasks and making the best use of time available. * To be familiar with the SEN Code of Practice and respond to the needs of students of all abilities. * To make an effective contribution to the development of key skills within the context of the appropriate specialist subject, including literacy, numeracy and ICT. * To set high expectations for students’ behaviour and to establish and maintain good standards of discipline.   **Monitoring, Assessment, Recording and Reporting**   * To assess students’ progress in a systematic way, marking work thoroughly, promptly and accurately in line with the school’s marking policy. * To use the results of assessments to set targets for students to improve further. * To keep accurate and up-to-date records of student progress and achievement. * To report student progress to parents according to statutory and school requirements.   **Other Professional Requirements**   * To implement all school and department policies. * To ensure that the school’s Child Protection and Safeguarding policies and procedures are promoted within the school and adhered to by all members of staff * To work with the appropriate line manager in participating in the school’s appraisal system, including setting targets for professional development. * To attend all necessary meetings within the total directed time contained in the current ‘School Teachers’ Pay and Conditions Document’. * To foster effective working relationships with professional colleagues. * To undertake supervision duties as required before and after school and at break-times within the total directed time contained in the current ‘School Teachers’ Pay and Conditions Document’. * To perform all administrative duties as may be reasonably required to fulfil the responsibilities outlined above. * To set a good example to students through appropriate professional conduct and presentation. | |
| **SPECIFIC DUTIES AND RESPONSIBILITIES** |
| **Core Purpose of the Role**   * Work with the Heads/Curriculum Leads for Geography to increase standards and achievement in Geography across Hungerhill and Doncaster UTC * Align the curriculum for Geography across both sites, to improve outcomes and reduce workload * Work with partner schools in the Brighter Futures Learning Partnership Trust to develop strategically and build upon the Geographic/mathematical skills needed to, and enthusiasm for the subject across the Trust * Work in partnership with the CEO, Head Teacher and Principal of Doncaster UTC to provide vision, leadership and direction, ensuring all relevant standards of conduct are met by students and staff   As a Director you will work principally across Hungerhill School and Doncaster UTC. As part of this role you will:   * inspire, develop, innovate and invigorate the teaching of Geography across the Brighter Futures Learning Partnership Trust (including Primary schools) * promote the awe and wonder of Geography through encouraging risk taking, challenge and problem solving. * translate the vision and values into every-day work and practice * monitor rigorously the progress of students across Hungerhill School and Doncaster UTC and establish intervention strategies as required * ensure that subject staff understand and make effective use of data to track student performance in order to raise their attainment. * lead on department self-evaluation by ensuring that middle leaders monitor accurately the quality of teaching, learning and student progress * challenge the under-performance of staff and develop strategies to support improvement * devise and deliver staff training and development * line-manage the Geography departments at Hungerhill and Doncaster UTC * work with lead coaches and middle leaders to revise and develop the Geography curriculum across both schools * review, revise and develop assessment procedures within Geography in line with the MAT assessment policy. * work with Geography teachers in their classrooms using live coaching and modelling, to ensure students demonstrate improvements in relation to prior and expected attainment. * share good practice through demonstration lessons. * undertake joint classroom observations/learning walks to assist the process of achieving improvements in teaching across the department. * develop coaching models to encourage the sharing of good practice and joint curriculum planning across the MAT. * work withGeography leaders/TLR holders to develop all aspects of Geography pedagogy, based on self-evaluation and external judgements. * use data to analyse and evaluate both school performance in Geography. * work alongside the leadership teams to create and monitor action plans for school improvements in mathematics * contribute to each schools’ quality assurance of the Geography department. * disseminate strategies and innovative working practices, resulting from research and current Geographic working practices. * undertake a teaching commitment commensurate with the level of the post. |
| **To work with senior staff leading on the key priorities within the MAT. To undertake any other reasonable duties related to the post as requested by the CEO.** |

# Person Specification

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| **Qualities** | **Skills or experience** |
| **Qualifications and general experience** | * **UK Qualified Teacher Status** * Experience of successful leadership of a Geography department * Minimum of five years’ teaching experience in at least one mainstream secondary school * Experience of teaching at KS4 and KS5 * Accountability for learning outcomes of a significant group/ number of students * Honours degree from a recognised university * Evidence of and a commitment to recent relevant professional development * A relevant postgraduate qualification   **Evidence**   * Letter * Application form * Interview * Reference |
| **Teaching and Learning** | * **An outstanding classroom practitioner, with a track record of validated outcomes** * **Use of data and performance management for benchmarking and setting targets for improvement** * The development of a personalised learning culture * Use of new technologies in learning and teaching as well as management and administration   **Evidence**   * Letter * Application form * Interview * Reference |
| **Leadership experience** | * **Recent experience leading a team of staff** * Establishing and using self-review systems as a tool for school * improvement * **Using data effectively** * Proven impact in raising standards across a Geography department * Use of data systems   **Evidence**   * Letter * Application form * Interview * Reference |
| **A sense of moral purpose based on the school’s values** | * **The ability to contribute to a shared strategic vision for the school/college** * A commitment to an inclusive style of management * Using collaboration to translate a shared vision into practice * **The ability to apply a range of skills to diffuse and de-escalate conflict** * **A commitment to the Trust’s inclusive approach**   **Evidence**   * Letter * Application form * Interview * Reference |
| **Ambition** | * Show initiative * Taken direct responsibility for a project which has led to school   improvement   * Assume additional responsibilities   **Evidence**   * Letter * Application form * Interview * Reference |
| **Excellent interpersonal**  **skills** | * **Genuine concern for others** * **Decisive, determined and self-confident** * **Integrity, trusted, honest and open** * **Accessible and approachable** * Clarifies boundaries, keeps others informed and involves others in decision * Encourages critical and strategic thinking * Intellectual versatility * Excellent attendance and punctuality     **Evidence**   * Letter * Application form * Interview * Reference |
| **Work/Life balance** | * **A positive attitude and commitment** * **A sense of humour**   **Evidence**   * Letter * Application form * Interview * Reference |

**Any other duties as reasonably required by your Curriculum Leader or member of the Senior Management Team**

**Hungerhill School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post including checks with the Disclosure and Baring Service. Hungerhill School is an equal opportunities employer.**