

Egerton Rothesay School Berkhamsted

JOB DESCRIPTION

School	Egerton Rothesay School
Job Title	Teacher of Geography
Reports To	Headteacher

Main Purpose of Job

- To be an effective teacher of geography to pupils across the age and ability range with various needs.
- To contribute to the development of the department.
- To be an effective Form Tutor.
- To teach all levels of geography up to GCSE.

Main Responsibilities & Duties

To be an effective teacher of Geography to pupils across the age and ability range

- Lead by example – act as a positive role model to students and be an effective classroom teacher
- Plan and prepare effective lessons which meet the needs of all pupils.
- Ensure pupils' work is marked regularly in accordance with the school's Assessment & Reporting Policy.
- To use assessment to further improve pupils' learning and to be able to report progress to the leader of the Humanities Department, the leadership team and to parents.
- Ensure high standards of behaviour through implementation of the school's Behaviour Policy.
- Ensure that the classroom is a welcoming and stimulating environment in which to work.
- Ensure other relevant school policies and procedures are adhered to.

To contribute to the strategic development of the Department

- Contribute to the development of the geography Department and cross-curricular relationships.
- To take on a share of the responsibility for developing schemes of learning and learning resources in agreement with the Head of Humanities
- To undertake to improve own performance through sharing best practice with colleagues throughout the school
- Play a full part in the successful running of events organised by the humanities team

To be an effective tutor

- Ensure the agreed tutor time programme is carried out effectively, as specified in the school's Learning & Teaching Policy, so that tutor time is used to support learning in lessons.
- Be the "first port of call" for students with day-to-day pastoral issues.
- Support vulnerable pupils in the tutor and year group.
- Report to parents through the written tutor reports, appointments and through parent meetings.

Facts & Figures

- Number of teaching periods – maximum 25/30
- Class sizes 2 - 12

SUPPORTING PROCESSES

Problem Solving & Creativity
<ul style="list-style-type: none"> • Be receptive to innovative ideas that offer developmental opportunities to the department • Be creative in developing new initiatives that support identified whole school priorities and improve standards and achievement in the department and across the school. • Be ready to deal with unexpected and urgent situations on a daily basis. • Work to competing deadlines, prioritise and plan time carefully, identifying what outcomes will have the most impact on pupil progress. • Work independently and take responsibility for decisions made within agreed good practice boundaries.
Decision Making
<ul style="list-style-type: none"> • Take appropriate actions to improve the behaviour and attainment of pupils.
Working Conditions
<ul style="list-style-type: none"> • Classroom based • Access to office facilities, desk and computer.
Contacts & Relationships
<p>The post holder will:</p> <ul style="list-style-type: none"> • Work closely with teachers and support staff at every level in the school; pupils, parents/carers to provide information and advice, direct, guide, motivate, monitor, praise and sanction.
Additional Information
<p>In addition to the above responsibilities and duties the post holder will carry out the professional duties expected of all teachers as laid out in the Teachers' Standards document 2012, and in the Egerton Rothesay Staff Handbook.</p> <p>(https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/283198/Teachers_Standards.pdf)</p>
Knowledge, Skills & Experience
See Person Specification