

Head of Department Geography



Job Description

POST:	Head of Geography
START DATE:	Easter Term/Sept 2024
RESPONSIBLE TO:	Principal, under the day to day management and leadership of a member of the Principal's Leadership Team
SALARY:	MPS/UPS (£30000-46525) + TLR 2b £5352
LOCATION:	Oasis Academy Sholing, Southampton
WORKING PATTERN:	Full Time, Permanent
DISCLOSURE LEVEL:	Enhanced

JOB PURPOSE:

It is a requirement of STPCD that a TLR2 postholder has significant responsibility that is not required of all classroom teachers and that:

- is focused on teaching and learning;
- requires the exercise of a teacher's professional skills and judgement;
- requires the teacher to lead, manage and develop a subject or curriculum area; or to lead and manage pupil development across the curriculum;
- has an impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils; and
- involves leading, developing and enhancing the teaching practice of other staff.

SPECIFIC RESPONSIBILITIES:

- A. Ensure that every student in their subject area or year team is achieving their potential through effective line management and monitoring of performance and development of intervention strategies to address individual performance
- B. Positively and consistently promote academy improvement strategies across a team
- C. Ensuring learning walks and other professional development opportunities regularly take place

Leadership and management

- A. Support and implement the vision and ethos of the academy
- B. Contribute to, implement and evaluate the success of Academy Development Plan relevant to your TLR area
- C. Ensure that the work of the team/whole academy (as relevant) is inclusive and issues are addressed in curriculum and/or pastoral management
- D. Ensure policies are translated into practice by the team and that you bring to the attention of SLT any which may need revisions or amendments
- E. Together with SLT, lead on the academy self-evaluation process for your TLR area including lesson observations, monitoring of academy standards and bringing about improvement
- F. As appropriate contribute to the writing of self-evaluation and policy documents
- G. Manage effectively the transition of pupils to and from your phase and within it
- H. Promote cross curricular approaches to teaching and learning
- I. Be a proactive and effective member of the middle leadership team
- J. Be an effective role model for your team in terms of teaching, behaviour and classroom management

Teaching and learning responsibility

- A. Lead Geography across the whole school
- B. Have overall responsibility and accountability for your TLR area ensuring curriculum continuity, consistency, balance, match and progression
- C. Lead regular meetings relevant to your TLR area with appropriate colleagues
- D. Develop, demonstrate and/or promote teaching and learning activities appropriate to full age and ability range.
- E. Assist in the smooth running of the academy at all times, including being responsible with the other TLR holders for the academy in the absence of the Principal, Vice Principals and Assistant Principals

Monitoring and assessment

- A. Together with the senior leadership team (SLT) of the academy, contribute to, monitor and review the impact of teaching and pupil progress through the analysis of data, ensuring the use of information for planning and target setting across your TLR area
- B. Monitor standards including recorded work as relevant to your TLR area across the academy including reviewing long and medium-term planning

Manage resources

- A. Be responsible for the organisation, planning and evaluation of the academy programmes as relevant to your TLR area of responsibility
- B. Manage, monitor and accurately account for any budget for your area.
- C. Evaluate, organise and monitor the use of resources

Staff development

- A. Contribute to the arrangements for the appraisal and performance management of all identified staff
- B. Act as a role model and mentor to colleagues as appropriate and encourage collaboration, co-operation and teamwork
- C. Ensure you keep up to date with current developments in your TLR area and disseminate information as appropriate

ORGANISATIONAL RESPONSIBILITIES

Safeguarding children and young people

Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

- To work to the best of ability, to be diligent, honest and ethical in the performance of duties and to conduct personal and professional life in a way which seeks to uphold the Oasis Ethos and the Oasis 9 Habits
- To effectively contribute to our organisational commitment to excellent education at the heart of our communities.
- To be aware of and understand the Equality and Diversity Policy and ensure at all times that the duties of the post are carried out in accordance with the Policy.
- To be aware of and to ensure compliance with all Health and Safety legislation and associated codes of practice and policies.
- Review and develop own professional practice, maintain effectiveness as a member of the academy staff by taking responsibility for own continuing professional development.
- Demonstrate a willingness to engage with further training and other opportunities to gain appropriate skills, knowledge and vocational or academic qualifications.

OTHER:

The above responsibilities are subject to the general duties and responsibilities contained in your Contract of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

All teachers take an active role in the Academy's pastoral care of students and the post holder will be expected to fulfill the role of form tutor.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

Signed:

Employee:		Line Manager:	
Print Name		Print Name	
Date		Date	

Person Specification

Geography Lead

Our Purpose

The vision of Oasis Community Learning (OCL) is to create ‘Exceptional Education at the Heart of the Community.

All our Academies are committed to achieving this vision through developing character, competence and sense of community with every child, providing a rich educational experience that is underpinned by our philosophy of education; inspirational leadership, deep learning and healthy communities.

Oasis Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. We are committed to a model of inclusion, hope, perseverance, healthy relationships and compassion throughout all the aspects of the life and culture of each Academy community.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> A degree in Geography or a related area of study and good A levels, or the equivalent Recognised Teaching Qualification (QTS) 	<ul style="list-style-type: none"> Experience of teaching both KS3 and KS4 Experience of fieldwork
Experience, Skills & Knowledge	<ul style="list-style-type: none"> An excellent classroom practitioner at both KS3 and KS4, with good or better outcomes Experience of leading/supporting the leadership of a team/department Experience of devising and delivering successful CPD including personally delivering successful coaching and mentoring Collating, analysis, reporting on and making effective use of Assessment for Learning to engage students as partners in their learning, undertake quality assurance and improve practice and raise standards 	

	<ul style="list-style-type: none"> • Leading effective interventions designed to raise levels of attainment • Sound knowledge of SEND needs and pedagogical strategies for these • Understanding and experience of leading and personally implementing, Literacy improvement strategies within curriculum area • Good IT skills 	
<p>Personal Qualities</p>	<ul style="list-style-type: none"> • A passion for Geography and in particular developing a love of learning. • High expectations of themselves and of those they manage and for what their students can achieve • Good organizational skills • Ability to encourage and motivate learning with high expectations of behaviour • Good interpersonal skills and the ability to work effectively with a wide range of people across the organisation and external agencies and stakeholders • High level of discretion and confidentiality • Reliability, motivation, adaptability and resilience under pressure • Commitment to safeguarding and promoting the welfare of children and young people • Willingness to undergo appropriate checks, including enhanced DBS checks • Motivation to work with children and young people and their families • Ability to form and maintain appropriate relationships and personal boundaries with children and young people • Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline • Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos. 	