

## Role Profile

<b>Role:</b>	Subject Leader – Geography
<b>TLR:</b>	TLR 2b
<b>Reports to:</b>	Link SLT
<b>Liaising with:</b>	Headteacher and other senior staff, heads of year, faculty and subject leaders, relevant non-teaching staff

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This role profile does not define in detail all the duties and responsibilities of the post. Your attention is drawn to the Crofton School Staff Handbook, which gives details of current school routines.

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### Job Purpose:

- To lead this subject area providing vision, inspiration, innovation and motivation
- To ensure that students make excellent progress in Geography, and that they enjoy it.

### Roles and Responsibilities:

- To plan and lead the delivery of an engaging curriculum in Years 7-11 and to make a substantial contribution to the enrichment programme and to cross-curricular work.
- To take responsibility for subject self-evaluation, improvement planning, staff training and monitoring activities.
- To monitor student progress and intervene when necessary.
- To contribute to the professional development of colleagues and to lead CPD within the curriculum area.
- To ensure the effective management and deployment of teaching/support staff, financial and physical resources within the curriculum area.
- To ensure that communication with parents, including reports, are effectively managed and of consistently high quality.
- To ensure effective use is made of the delegated budget
- To line manage staff within the curriculum area delegating tasks and acting as a reviewer within the performance management system
- To lead on the application of the school behaviour policy within the curriculum area, and be responsible for dealing with behaviour issues
- To support the Senior Leadership Team in recruitment and appointment of new staff to the curriculum area.

### Outcomes:

- Geography is led and coordinated in a highly focused way, which ensures a consistent and high level of student progress
- There is a consistent focus on improving the standard of learning and teaching through CPD, monitoring and sharing good practice

- Self-evaluation is effective and focussed and informs early intervention for improvement
- All staff within Geography have a clear understanding of their particular roles and responsibilities
- Students within Geography are highly engaged and motivated proving positive feedback regarding their experiences and learning in lessons and know what they need to do to make further improvement
- Assessment for learning is widespread and effectively used within Geography
- Team members are highly engaged and motivated, fully understand their role and feel challenged, valued and supported (evidenced through performance review)
- The school performance management system is applied rigorously and effectively throughout the faculty thus benefiting the continuing professional development of faculty members.
- Extracurricular activities are substantial and of high quality

#### **Teaching:**

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher. (See QTS/UPS Role profile)

#### **Other Specific Duties:**

- To continue personal development as agreed
- To engage actively in the performance review process
- To undertake any other duty as specified by STRB not mentioned above

#### **Additional Duties:**

- To play a full part in the life of the school.
- To support its distinctive aims and ethos and to encourage staff and students to follow this example.

#### **Safeguarding and Confidentiality:**

- Be aware of and comply with policies and procedures relating to child protection, security, confidentiality and data protection, reporting all concerns to an appropriate person.

#### **Health and Safety:**

- Be fully aware of health and safety regulations.
- Be familiar with fire and other similar evacuation procedures and to act in accordance with them in any emergency situation.
- Take responsible care for the health and safety of yourself and others who may be affected by your actions or omissions at work.
- Cooperate with any requirements to adhere to Statutory or other safety regulations.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

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#### **Review:**

This role profile will be reviewed annually during the performance management and may be amended after consultation.

