**TEACHER OF GEOGRAPHY**

|  |  |
| --- | --- |
| **POST** | **TEACHER OF GEOGRAPHY** |
| **SCALE** | **MPS** |

**Line Management**

Responsibility is to the Lead Professional of Geography

The duties outlined in this job description are in addition to those covered by the latest School Teachers’ Pay and Conditions document.

You are required to carry out the duties of a classroom teacher as detailed below:

* To contribute to the development of curriculum courses and the delivery of the National Curriculum.
* To plan schemes of work within the area, prepare lessons and maintain a record of work for each teaching group.
* To teach according to the educational needs of the groups allocated and mark student work, providing constructive feedback in order to support student learning.
* To set homework of a meaningful and appropriate nature, having regard to students’ abilities.
* In cases of foreseen absence, to set meaningful and appropriate work for all classes.
* To develop the profile of the subject within the school
* To assess and monitor students’ progress, maintain records and report on the development, progress and attainment of students in accordance with school and curriculum area policy.
* To review from time to time methods of teaching and programmes of work.
* To participate, as appropriate, in arrangements for further training and professional development as a teacher.
* To take all reasonable steps to maintain good order and discipline among students, monitor their attendance and safeguard their health and safety, both when they are authorised to be on school premises and when they are engaged in authorised school activities elsewhere.
* To prepare students for external examinations and participate where relevant in internal moderation.
* To participate, as appropriate, in meetings at the school which relate to the curriculum, and administration or organisation of the school.
* To contribute to cross-curricular projects as appropriate
* To participate in the school pastoral system, providing guidance and advice to students and to attend parent/teacher consultation evenings.
* To support and implement school policies.
* To carry out such duties as may be requested by the Headteacher in accordance with school policy.

**Conditions of Employment**

The above responsibilities are in accordance with the requirements of the Education Act 2002 and statutory Orders in terms of duties and working time (including those special provisions relating to the proportion of teaching time within working time for guaranteed time specifically for assessment, planning and preparation), also any local agreements, local authority circulars and guidelines giving interpretations of teachers’ conditions of employment.

### Notes

1. Special Conditions

A teacher on the upper pay scale shall meet the performance threshold standards as specified in the School Teachers’ Pay and Conditions Document.

The duties required of a teacher under this job description shall be such as require the exercise of a teacher’s professional skills and judgement.

2. This job description allocates duties and responsibilities but does not direct the

particular amount of time to be spent on carrying them out and no part of it may be so construed.

3. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once every two years and it may be subject to modification or amendment at any time after consultation with the holder of the post.

...................................................................................................................................................