



## The New Forest Small School

### Job description

Part Time Geography Teacher (KS2 to GCSE Level)

The New Forest Small School is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

### Job details

**Salary:** £13,398 pa

**Hours:** 12

**Contract type:** Part time, permanent

**Reporting to:** Headteacher

### Main purpose

The teacher will:

- Fulfill the professional responsibilities of a teacher, as set out in the [Teachers' Standards](#)
- Take specific responsibility and accountability for the day-to-day management and organisation of your subject area (Geography)
- Assist in the smooth running of the school at all times

## **Duties and responsibilities**

### Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations that inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- Offer practical support to classroom teachers and staff within the subject
- Actively promote your subject within the school, guiding other teachers in delivering learning where needed and staying up to date with curriculum developments

### Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

### Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- Take a zero-tolerance approach to child-on-child abuse, and challenge inappropriate behaviour
- Identify pupils who may benefit from early help or who show signs of abuse, neglect, or exploitation, and refer these in line with school policies and procedures
- Report changes in pupil behaviour, attendance, or appearance that may suggest mental health concerns or safeguarding issues

- Promote online safety for all pupils, and report any concerns about online content, contact, or conduct in line with school policies and procedures

#### Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

#### Communication

- Communicate effectively with pupils, parents and carers
- Communicate professionally and effectively with the Senior Leadership team (SLT), school management

#### Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues, particularly other GCSE teachers
- Work effectively with the Headteacher and SLT.

#### Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out the professional duties and responsibilities
- Report any safeguarding concerns, including low-level concerns about other staff members or volunteers, in line with school policies and procedures
- Safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note, this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

**Person specification**

criteria	qualities
<b>Qualifications and training</b>	Successful teaching experience  Evidence of professional development relevant to this role

<b>Skills and knowledge</b>	<p>Confidence and experience teaching the GCSE Geography curriculum</p> <p>Good knowledge of legislation and guidance on curriculum requirements</p> <p>Outstanding classroom practice, constantly showing a positive and resilient approach to pupils and staff</p> <p>Excellent communication and organisational skills</p> <p>Knowledge of effective teaching and learning strategies</p> <p>A good understanding of how children learn</p> <p>Ability to adapt teaching to meet pupils' needs</p> <p>Ability to build effective working relationships with pupils</p> <p>Knowledge of guidance and requirements around safeguarding children</p> <p>Knowledge of effective behaviour management strategies</p> <p>Good IT skills</p> <p>Effective communication and interpersonal skills</p> <p>Ability to communicate a vision and inspire others</p> <p>Ability to build effective working relationships with staff and other stakeholders</p>
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<b>Personal qualities</b>	<p>High expectations for all pupils and belief in bringing out the best in all</p> <p>Commitment to upholding and promoting the ethos and values of the school</p> <p>Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school</p> <p>Ability to work under pressure and prioritise effectively</p> <p>Commitment to maintaining confidentiality at all times</p> <p>Commitment to equality</p>
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