

TONBRIDGE GRAMMAR SCHOOL PROFILE

Job Title:	Subject Leader Geography and Environmental Systems & Societies (ESS)
Job Holder:	
Line Managed By:	Member of Strategy Group
Date:	September 2023
TLR:	TLR2b £5,349 per annum
Job Purpose To provide professional leadership and management of Geography and ESS in order to secure an outstanding quality of teaching and learning and improved standards of student attainment and achievement and use of resources.	
Key Areas of Impact Key Responsibilities: <ul style="list-style-type: none"> To raise standards of achievement across Geography and ESS to 'outstanding'. To ensure outstanding learning and teaching provision in Geography. To establish short medium and long term plans for the development and resourcing of Geography and ESS in line with the strategic School Development Plan. To monitor the progress made in achieving Geography and ESS plans and targets, and evaluate and review the effects on teaching and learning. Teaching and Learning: <ul style="list-style-type: none"> To lead curriculum provision and development for Geography and ESS ensuring IBDP pedagogy and principles are embedded. To provide coherent curriculum enrichment experience. To ensure unit plans and schemes of work are current to enhance the learning of Geography and ESS and develop the skills of the learner profile. To ensure teaching strategies are differentiated in Geography and ESS to meet the learning needs of all students. To ensure assessment for learning is fully embedded across the Geography and ESS in line with the TGS Assessment and Reporting Policy. To monitor and evaluate systems for recording individual pupil progress. To manage intervention strategies across Geography and ESS that challenge underachievement. To agree challenging student progress targets to make a measurable contribution to whole school targets. To collaborate with others as required on planning inter-disciplinary provision. To ensure full compliance with Health and Safety requirements for Geography. Leading and Managing Staff:	

- To oversee and manage the effectiveness of all teachers of Geography and ESS in meeting the requirements of their role and their respective professional standards.
- To develop Geography and ESS staff to improve student achievement.
- To challenge mediocrity of professional standards if evident in others.
- To create, maintain and enhance effective relationships.
- To lead the Performance Management of others and provide effective advice and training.
- To assist in the recruitment and selection of teaching and support staff where required.
- To ensure the effective induction of new staff in line with school procedures.

Quality Assurance:

- To establish consistent standards of practice across the Geography and ESS team and develop outstanding teaching and learning styles in Geography and ESS
- To monitor and evaluate standards of curriculum provision.
- To set targets for improvement
- To deploy the Geography and ESS team effectively for best value.

Resource Management:

- Secure and allocate resources to support effective learning and teaching within Geography
- Monitor and control the use of resources

Knowledge & Skills:

Subject Leaders should demonstrate knowledge, skills and experience of:

- **Outstanding level of subject expertise**
- **Exemplary standards as a classroom teacher**
- **The IB curriculum continuum.**
- **The IB learner profile.**
- **The Teaching and Assessment to Support Learning policy.**
- School reporting structures.
- Outstanding teaching and learning.
- Rigorous monitoring evaluation and review processes.
- Principles of Self Evaluation of own leadership and management standards.
- Planning and Management of Change.
- Principles of Curriculum Provision.
- The application of information and communications technology to learning and teaching.
- Financial planning and management in relation to Geography.
- School Policy.
- Safeguarding.
- Health and safety.

Additional Duties:

- To play a full part in the wider life of the school community, to support the school ethos and to encourage staff and students to follow this example.

- To actively lead and encourage others to follow school policy.
- To set a high standard of personal dress and enforce uniform and dress code in line with policy.
- To commit to continuous professional development of self and others.
- To actively engage in the staff review and development process.
- To undertake any other duty as specified by school teachers pay and conditions of service not mentioned in the above.

Personal Qualities:

Self awareness

Emotional self awareness
Accurate self assessment
Self confidence

Social Awareness

Empathy
Organisational awareness
Service awareness

Self management

Emotional self-control
Integrity
Adaptability
Achievement orientation
Initiative
Optimism

Relationship management

Developing others
Inspirational leadership
Change catalyst
Influence
Conflict management
Team work and collaboration

Additional Notes

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

Employees are expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job profile.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job profile is current at the date shown but in consultation with you may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.