Norwich School
Geography Teacher

JOB DESCRIPTION

Job Title: **Geography Teacher**
Responsible to: **Head of Geography**
Contract: **Full Time or part-time (0.8 FTE), fixed term until 9 July 2027**

Teaching at Norwich School
This position will involve teaching across KS3 and KS4 (Years 7-10). The role reports to the Head of Department. Applications will be welcomed from ECTs.

Teaching staff at Norwich School are expected to maintain the highest standards in their working practices in line with the expectations set out in our Teacher Standards:

Teachers at Norwich School:

1. Build Relationships
   Respect and uphold the values of the school, forming relationships with others that are guided by love, inclusion and compassion.
2. Demonstrate Knowledge
   Exemplify and promote a lifelong love of learning, ensuring they have the knowledge and expertise required for their role.
3. Fulfil Responsibilities
   Demonstrate qualities of leadership and service, carrying out the tasks required of them with efficiency and care.
4. Encourage Progress
   Are reflective, thoughtful practitioners who are committed to the progress and development of all.

The full Norwich School Teacher Standards are set out here.

This document sets out the core responsibilities of every teacher at the school.

All teachers contribute to the wider life of the school and are required to:

- Be involved in the rich and broad education that develops the diverse talents of pupils equipping them for leadership and service.
- Contribute to the development of the department, assisting with the development of the curriculum and teaching resources, delivering extension and support sessions for pupils, as well as helping to organise subject-based trips, clubs and societies.
- Be involved in the pastoral care of pupils as a tutor or similar role, running tutor sessions and attending assemblies and services with tutees (full expectations are outlined in the Tutoring strand of the Teacher Standards).
- Be involved in co-curricular life of the school and activities including trips, sports, music, drama, outdoor education, clubs and societies. This may involve time in evenings, at weekends and during holidays.
- If required, to take part in the school's non-examined and academic enrichment programmes, including (but not limited to): Fifth Form Electives, Independent Project, Scholarship Programme, Pupil Personal Development Programme etc.
- Communicate appropriately with parents on pupils' progress and on other school business.

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Personal and professional conduct
A teacher at Norwich School is expected to demonstrate consistently high standards of personal and professional conduct as set out in our Teacher Standards.

Safeguarding

- The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.
- Teachers must understand and implement the Child Protection Policies of the school and attend related training.
- Teachers must promote and safeguard the welfare of children and young people and ensure that all staff and volunteers share this commitment.

Teachers will undertake other similar duties and activities that fall within the role; and any other duties as may be reasonably required by the Head of Department, members of Senior Management or the Head.

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PERSON SPECIFICATION

	Essential Criteria	Desirable Criteria
Qualifications & Background	• Degree in relevant subject • Recognised teaching qualification (PGCE/QTS or equivalent) or willingness to work towards one • Strong subject knowledge	• Independent school experience • Co-curricular involvement
Teaching & Learning	• High expectations and effective classroom management • Ability to plan inclusive, challenging lessons • Uses assessment to monitor and support progress	• Experience with curriculum development • Experience preparing pupils for exams/UCAS • Confident with digital learning tools
Pastoral Care & Tutoring	• Builds positive, professional relationships • Understands pupils' wellbeing and wider context • Communicate effectively with parents	• Experience supporting transitions or house events • Sixth Form guidance/UCAS experience • Pastoral experience in independent settings
Professional Conduct & School Contribution	• High standards of conduct and reliability • Works collaboratively with colleagues • Engages in CPD and wider school life	• Mentoring or supporting colleagues • Willingness to take on additional responsibilities • Contribution to whole-school initiatives
Personal Qualities	• Approachable, professional and trustworthy • Strong organisation and resilience	• Creative and innovative • Strong co-curricular interests • Willingness to contribute to school culture

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BENEFITS

Salary
This post will be offered on a full-time or part-time basis (0.8 FTE), fixed term basis until 9th July 2027, with a salary commensurate with skills, experience and qualifications.

Pension
Teaching staff are eligible for membership of the Teacher's Pension Scheme or the APTIS Pension Scheme. Details relating to pension provision, including employer and employee contribution rates for both schemes, are available on request.

Personal Development
As a learning community, the school looks to invest in and develop staff with creative use of staff training days and optional twilight sessions. We promote a 'coaching culture', encouraging the development and use of coaching skills. We aim to be flexible in our approach, recognising that 'good' and 'effective' CPD looks different at different stages in our careers and lives. The school offers free access to online CPD providers alongside individual-specific CPD opportunities, which are generous and include use of Reading Weeks.

Healthcare
Staff may benefit from the school's private healthcare plans. To join, a full-time member of staff has to contribute £100 per annum. The spouse and dependent children may also join the scheme at the prevailing corporate rate.

Personal Accident Insurance Scheme
Staff are eligible for free membership of the Personal Accident Insurance Scheme.

Fee Remission
The school's standard remission on tuition fees for teaching staff, currently at 50% pro rata for each child, is available if your children are admitted to Norwich School

Lunch
Staff may enjoy a complimentary lunch in the school's Refectory during term-time.

Salary Sacrifice Schemes
Norwich School offers the Cycle to Work scheme.

NOTE: Please note that Norwich School and the Lower School are located in the centre of Norwich with very limited parking. The successful candidate may apply for a parking space, but success will be dependent on availability and on meeting the school's criteria for awarding parking spaces. However, the school is well served by public transport systems. Bus stops are located just outside the Cathedral gates and there are frequent services for the various Park 'n' Ride car parks as well as for other parts of the city and county. The Norwich mainline train station in only 5-10 minutes' walk from the school.