

## Friends' School Lisburn



### Teacher of Geography to Advanced Level

Part-time (0.6 timetable – currently Monday - Wednesday), maternity cover  
Required for 6 January 2024, or as soon as possible thereafter

#### General Information

Friends' School Lisburn is a co-educational Voluntary Grammar School, with an enrolment of 1058 pupils at post-primary level and a further 157 in the Preparatory Department and Pre-Prep. The school was founded by the Religious Society of Friends in 1774 and celebrates its 250<sup>th</sup> anniversary this year. To mark this milestone, the school has opened two legacy projects, an activities trail and an outdoor performance space, and has planned a programme of events for the wider school community.

The Head of the Geography Department is David McElhinney, and he leads a team of four teachers. CCEA specifications are followed at GCSE and A-level, and results are of a high standard. Members of the Department organise field trips and provide extra-curricular opportunities to encourage pupils to engage with the subject. The use of IT promoted throughout the Department; all classrooms are equipped with Clevertouch boards, and extensive use is made of online resources, including Google Classroom. The Department makes a full contribution to whole-school priorities as outlined in our School Development Plan, particularly in areas where the focus is Learning and Teaching.

The successful candidate will teach Geography throughout the school and will also teach one class in Home Economics at Key Stage 3. It is expected that the person appointed will play a full role in supporting the promotion of activities linked to Geography in School as well as making an active contribution to the programme of extra-curricular activities offered at Friends'.

All members of staff have a pastoral role and are expected to take a Collect group and to be able to contribute to different aspects of the teaching of Learning for Life and Work. All members of staff are required to take part in professional development, whether through EPD, PRSD, in-service training or the sharing of good practice.

Completed application forms, which **must not** be altered in length, should be emailed as an attachment to [recruitment@friends.lisburn.ni.sch.uk](mailto:recruitment@friends.lisburn.ni.sch.uk) and completed equal opportunities monitoring forms should be emailed to [monitoring@friends.lisburn.ni.sch.uk](mailto:monitoring@friends.lisburn.ni.sch.uk) by **12 noon on Friday 29 November 2024**. Late applications will not be accepted.

Please note that we will communicate with candidates via email regarding shortlisting and interview.

*Posts involving work with children and young people in educational establishments are subject to the provisions of the Safeguarding Vulnerable Groups (NI) Order 2007. On taking up the post, the applicant must be a registered teacher with the GTCNI. Where an offer of employment is made, the individual offered the post will be expected to meet the cost of the Disclosure Certificate.*

## Duties

The person appointed will work under the direction of the Head of the Geography Department. In addition to the professional duties of a subject teacher, the person appointed will be required to:

1. Teach Geography throughout the School, including GCSE and A-level.
2. Follow the aims and objectives of the Geography Department and share in the development and implementation of its policies regarding schemes of work, assessment and reporting, classroom organisation and use of resources.
3. Attend departmental meetings and be prepared to play an active role in whole school curriculum and pastoral developments.
4. Be aware of, and implement as necessary, developments in the teaching of Geography.
5. Take part in development planning within the Geography Department and work with colleagues in the Department on the priorities identified.
6. Employ appropriate teaching strategies to promote the learning of pupils, including the effective use of ICT.
7. Share in the supervision duties undertaken by all members of staff.
8. Take responsibility for the pastoral care of a Collect (Form) group and work as a team member with the rest of the staff responsible for this year group, carrying out duties linked to the pastoral calendar (including Progress Files and pupil tracking) and taking part in meetings which relate to the arrangements for pastoral care.
9. Contribute, as required, to the teaching of the Learning for Life and Work programme in School.
10. Attend parent teacher consultation meetings and communicate with parents in a professional manner in relation to the progress of pupils.
11. Play an active role in the promotion of Geography and ensure that, in line with the priorities of the Careers Department, pupils are aware of career pathways linked to Geography.
12. Make a regular and sustained contribution to the programme of extra-curricular activities offered at Friends' School.
13. Under the direction of the Principal, carry out any other duties which may reasonably be expected of him/her as a teacher in the School.

The teacher appointed will be responsible to the Board of Governors through the Principal. Salary will be at the appropriate placing on the main pay spine for qualified teachers.

**Personnel Specification**  
**Post: Teacher of Geography to Advanced Level**

**1. Qualifications**

- Essential* 1.1 An Honours Degree (2:2 or above) in Geography or a related subject;  
1.2 A teaching qualification in Geography recognised by the Department of Education (NI), as of September 2023;
- Desirable* 1.3 An Honours Degree (2:1 or above) in Geography or a related subject, or a relevant post-graduate qualification (excluding PGCE).

**2. Experience**

- Essential* 2.1 Experience of teaching Geography in a post-primary school at GCSE (including recent teaching practice);
- Desirable* 2.2 Experience of teaching Geography to A-level or equivalent in a post-primary school (including recent teaching practice).

**3. Knowledge and Skills**

- Essential* 3.1 Detailed knowledge of the requirements of the NI Curriculum at KS3 and of the CCEA specifications for GCSE and A-level Geography;
- 3.2 Competence in a range of teaching strategies;
- 3.3 Proficiency in the use of IT, including for teaching and learning;
- 3.4 Good classroom management skills;
- 3.5 Detailed understanding of pastoral and safeguarding issues for post-primary pupils.

**4. Personal Qualities**

- Essential* 4.1 Strong organisational skills and the ability to see any task set through to completion;
- 4.2 Strong oral and written communication skills;
- 4.3 The ability to work as part of a team;
- 4.4 The ability to form positive relationships with pupils, and a commitment to supporting their welfare.

**5. Special Factors**

- Essential* 5.1 The enthusiasm and commitment to inspire pupils and to promote Geography throughout the school;
- 5.2 The willingness and ability to make a regular and sustained contribution to the programme of extra-curricular activities offered at Friends' School;
- 5.3 A commitment to the ethos of Friends' School Lisburn.

*The above are the minimum criteria required for the post. They may be enhanced to enable the appointments panel to draw up a shortlist.*