



Head of Geography

Start Date: September 2025

We are looking to appoint a highly capable and inspirational Head of Geography to lead a successful and supportive department. This is a fantastic opportunity for an outstanding geography teacher seeking to take the step into Middle Leadership or an experienced Head of Department looking for a new challenge.

- Please return completed application forms to recruitment@toyndee.hants.sch.uk
- No CVs will be accepted.
- Deadline for application is: Tuesday 22nd April
- Please note that we encourage early application, and we may interview and appoint ahead of the deadline

Toynbee School is committed to creating a diverse workforce. We will 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.

Bodycoats Road, Chandlers Ford, Hampshire, SO53 2PL
www.toyndee.hants.sch.uk





Welcome

from the Headteacher, Matthew Longden

I am delighted that you are considering applying to be Head of Geography at Toynbee School. We are proud to be a holistic and inclusive school that promotes the highest expectations of our pupils. It is an exciting time in our development as a school and we are determined to further improve on our journey to become "outstanding". We are proud of our successful OFSTED inspections in 2015 and 2019, however, we are never complacent and know that there is always more we can do to improve Toynbee for pupils, staff and the wider community. Our pupils know that they are at the centre of all we do and as a result they play a significant role in shaping the school's improvement.

Toynbee is a friendly school with a strong reputation in the local neighbourhood for excellent results and delivering on its 'Personal Best ethos'. Our parents have described the school as "a gem in Chandler's Ford", and our pupils' aspirations and dreams for their future are the central focus of our work here. We believe that only through full participation in school life can our pupils become the most incredible person they can be. We want them to thrive and develop their potential through every opportunity offered to them, both within and beyond the classroom. Our pupils can enjoy exceptional teaching, with friendly and respectful support alongside some of the best extra-curricular provision the County has to offer.

Our academic curriculum is traditional and there is plenty of choice for all pupils' talents to be recognised. We pride ourselves on finding flexibility for individuals' needs and whilst this is provided for across the schools' academic and extra-curricular activities, it is especially evident in our Visually Impaired Resource Centre that supports VI pupils across Hampshire and beyond.

When pupils join Toynbee they are put into one of four houses and it is through our House System that pupils are given the chance to earn rewards, achievement points and enter inter-house competitions, which both reinforce and celebrate the gifts and talents of our pupils.

Alongside the impressive exam results our pupils achieve; we want them to grasp every opportunity to learn a new skill or participate in an event which stretches and enriches them. We believe that opportunities taken open doors and develop the whole person. None of this could be achieved without our excellent Guidance Support Team who enable our pupils to flourish and grow in confidence and ability during their time with us.

If you are ready for the next challenge in your career, and would like to be part of this dynamic, exciting journey, we look forward to receiving your application.



Head of Geography

Reporting to: Deputy Headteacher

Salary Range: MPR/UPR & TLR 2c

Welcome from the Geography Department

The main aim of the Geography department at Toynbee is to ensure that all pupils are able to develop their geographical knowledge and skills and gain an understanding of the world in which they live in. The department want all pupils to have the knowledge, understanding and skills to succeed at GCSE and fulfil their potential. The departmental leadership structure consists of a Head of Department and a team of teachers.

There are three Geography classes and a departmental office.

Year 7, 8 and 9

- Year 7, 8 and 9 are taught 4 lessons per fortnight, each an hour long.
- Pupils are taught in mixed ability groups in year 7, 8 and 9.
- We have written our own KS3 curriculum, and it is fully resourced for all staff to use.

Year 10 and 11

- Geography is an incredibly popular subject at GCSE with, on average, 4 to 5 classes each year.
- Years 10 and 11 are taught 5 lessons per fortnight, each an hour long.
- Pupils follow the AQA Geography GCSE syllabuses.

Curriculum Development

The geography curriculum at Toynbee is fully planned and resourced. It is based around Toynbee's guiding principles of curriculum and assessment. This ensures we deliver well sequenced lessons consistently across the department so that all pupils have access to the same high-quality content.

Continued Professional Development

The school offers outstanding CPD opportunities. We work closely with the Local Authority and have many links with subject inspectors and local schools. We pride ourselves on an internal training programme.



Job Description

To provide professional leadership and management of the Geography Staff and curriculum in order to secure high quality teaching, the effective use of resources and improved standards of learning and achievement for all students.

- Implement National Curriculum in Geography.
- Provide leadership in the school on all matters relating to Geography.
- Develop team working through seeking input from others and building a team spirit.
- Lead, develop and enhance the teaching practice of others.
- Determine, monitor, develop and evaluate teaching and learning in the department. Intervene to secure improvement in poor performance. Participate in performance management reviews, following up targets.
- Prepare strategic plans for the future development of the department based on best practice and the particular needs of the school, such as literacy, numeracy, citizenship, work related learning.
- Represent the department at meetings and in other situations, as required.
- Liaise closely with SLT in setting challenging targets for improvement and showing drive for improvement.
- Develop potential by setting standards, providing tangible support, giving feedback and encouragement. Creating development opportunities with CPD Co-ordinator.
- Develop the Geography curriculum and scheme of work which engages learners, breaks down problems and creates opportunities for success.
- Allocate teaching groups in order to maximise educational achievement.
- Share information by regular department meetings, making minutes available to the Headteacher.
- Provide professional support for teachers in their department when pupils do not undertake and complete work satisfactory or when they misbehave.
- Evaluate teachers' marking of work according to the agreed assessment policies and assess records of students' progress within the department are maintained.
- Provide work for the classes of absent colleagues if work has not been set.
- Manage the departmental allocation of funds.
- Ensure department contributes to careers provision with reference to Geography post-16.
- Oversight of behaviour and maintaining high standards across the Geography department in conjunction with the school behaviour policy.
- Other duties deemed suitable by the Headteacher that are commensurate to the TLR.

Person Specification

Criteria	Essential	Desirable
Professional Values and Practices		
<ul style="list-style-type: none">• High expectations of all students• Ability to contribute to the corporate life of the school• Commitment to their own professional development• Commitment to equal opportunities	<ul style="list-style-type: none">✓✓✓✓	
Knowledge and Understanding		
<ul style="list-style-type: none">• Good Honours Degree• Qualified Teacher Status	<ul style="list-style-type: none">✓✓	
Teaching and Classroom Management		
<ul style="list-style-type: none">• Ability to inspire and motivate learners• Ability to plan lessons on the basis of learning objectives and information about prior learning• Ability to select and prepare appropriate resources• Understanding of and compliance with safe practices• Understanding of and compliance with the requirements of the National Curriculum programmes of Study and related schemes of work• Understanding of the importance of literacy, numeracy and Citizenship within their subject area• Ability to use new technologies to support and accelerate learning	<ul style="list-style-type: none">✓✓✓✓	<ul style="list-style-type: none">✓✓✓
Monitoring and Assessment		
<ul style="list-style-type: none">• Ability to assess students' learning and to use this assessment to plan future teaching and raise student achievement• Understanding of the importance of Assessment for Learning• Understanding of the use of success criteria and grade/level descriptors when making assessments	<ul style="list-style-type: none">✓✓✓	
Communication		
<ul style="list-style-type: none">• Have written and oral skills of a high order• Be able to build professional relationships and work sensitively with a wide variety of people• Demonstrate good presentational skills	<ul style="list-style-type: none">✓✓✓	
Personal Qualities		
<ul style="list-style-type: none">• Ability to work as part of a team• Verbal and written communication skills suitable for working with parents, colleagues and students• Experience of working with young people outside the classroom• Have a love of teaching and learning and sensitivity to young people• Have integrity, optimism, flexibility, resilience• Have stamina to cope with the demands of the post• Be able to adapt to changing circumstances and new ideas• Show commitment and reliability	<ul style="list-style-type: none">✓✓✓✓✓✓✓	<ul style="list-style-type: none">✓

How to Apply

Applicants should complete an application form in full before your application can be considered. It is available to download from our website www.toynbee.hants.sch.uk/vacancies. Please submit your application so that it is received no later than the closing date and time to:

Toynbee School

Bodycoats Road, Chandlers Ford, Hampshire, SO53 2PL

FAO: HR Manager

Email: recruitment@toynbee.hants.sch.uk

Please ensure that the application form is fully completed including the Equality Monitoring Form. Two referees must be supplied, as indicated on the application form

Shortlisting Process

Shortlisted candidates will be invited to interview. Interview days usually involve time for applicants to get to see the school and staff they will be working with, as well as a number of assessment activities, depending on the post. Interviews are normally arranged within three weeks of the closing date. We will not always be able to reply personally to all unsuccessful applicants, but please be assured that we will take the time and trouble to read each application carefully.

