

# John Mason School

Abingdon Learning Trust

TEACHER OF GEOGRAPHY  
RECRUITMENT PACK

May 2023



John Mason School  
Excellence Through Creativity

## About

# ABINGDON LEARNING TRUST

**From the outset, the creation of Abingdon Learning Trust remains about maximising opportunities for children and young people in our schools so that each individual can thrive, grow and succeed.**

Adding value more widely to the communities in which our schools sit is important to us too, and our Trust-wide commitment to achieving a Net Zero position in two generations of students, by 2035, demonstrates one facet of this.

We believe strongly that local school governors and school leaders know their schools best and are therefore in the position to make decisions for their school most effectively, with much responsibility delegated locally by the Trust Board.

We aim to celebrate diversity and promote equality of opportunity for all who learn and work in our schools and Trust; to create a culture and ethos where inclusion, equality and diversity are embraced; where employment and educational opportunities are open to all; and where everyone in the Trust is treated with fairness, dignity and respect.

We are committed to being the employer of choice in the area, and understand that great staff directly help our pupils and students reach their full potential for a happy and successful life.

Our commitment to staff includes our Wellbeing and Workload Charter and investment in CPD at all ages and stages; an additional structure of teacher Professional Pathways, which include strong support for ECTs, NPQs and preparation for the next professional challenge; and a culture that places carbon reduction towards a net zero position by 2035 at its heart.

***We believe in investing for all of our futures.***

## OUR VALUES

**QUALITY** to create an outstanding learning community, including strong leadership and governance

**OPPORTUNITY** to provide the best opportunities for all children to reach their full potential

**COLLABORATION** to support a shared commitment and dedication to learning

**AMBITION** for continual improvement and to strive for excellence in all we do

**COMMUNITY** To be an active participant in our community, leading and supporting initiatives for the benefit of all members of society

Further detail can be found on the *Abingdon Learning Trust website*.





## JOB DETAILS

**POST OF:**

Teacher of Geography (with the possibility of Head of Year responsibility)

**AT:**

John Mason School

**SUMMARY OF ROLE:**

Classroom Teacher

**COMMENCEMENT:**

September 2023

**CONTRACT TYPE:**

Permanent, full-time

**SALARY:**

TPS or UPS if post threshold (plus TLR2(2) for Head of Year role)

# Letter from the CHAIR OF LOCAL GOVERNORS

On behalf of the Local Academy Board, I would like to thank you for applying to work at John Mason School.

If you join the school, you will find a strong sense of common purpose among your colleagues; a commitment to widening the opportunities available to our young people; and, of course, a group of youngsters who embody the school's key values of:

- Proud of our creativity
- Passionate about learning
- Keen to inspire
- Valuing ourselves and each other
- Determine to be the best we can be

As governors we are mixed group, comprising parents, members of the local community, employers and staff: mixed in background, but all united in our support of the school's professional staff and all ambitious to make the school an excellent place to work and an excellent place to be a student. We believe that our support, and the challenge we provide, are part of what makes John Mason School a good school.

We hope that you will be inspired to work here, and will want to be part of John Mason School's journey to becoming an outstanding school. You will receive good support, and opportunities for professional development outside the school, without the anonymity that you might experience in a larger trust.

We look forward to receiving your application.

Sam Gosling





# Introduction to JOHN MASON SCHOOL

John Mason School is an oversubscribed 11-18 comprehensive school in the riverside town of Abingdon. John Mason has a long history of opportunity-driven learning – at our Welsh Farm, on Duke of Edinburgh expeditions, on the sports field, or in the creative and performing arts. We know that our pupils learn more about themselves and each other when interacting in this way, growing resilience and confidence to take into the classroom.

The school is one of three comprehensives in the town and we work together, as part of the OX14 Partnership, and obviously within our Trust family of schools. This gives us a local network of support in all that we do. We have a joint sixth form (JMF6) with Fitzharrys School, which is half a mile away, and this means we can offer further breadth to our post-16 curriculum as well as opportunities for collaboration of teachers.

We offer a broad and balanced curriculum, which reflects our commitment to a well-rounded education that ensures visible success for all learners. We are committed to high quality teaching and learning which is supported by our developmental lesson observations, learning groups which are dedicated to persistent classroom problems and subject specific professional development. In addition to this, we offer a wide range of career pathways and welcome our staff to request external training.

We are committed to the well-being of our community, both staff and students. Our well-being team support a range of activities throughout the year including active challenges, free flu-jabs and the occasional bake off. We also have our very own well-being manager to support colleagues when needed. However, we know well-being is not just about cake, which is why we foster a supportive environment where professional development and collaborative working is key to success.

We believe that high standards of academic achievement and consistently high expectations of behaviour provide children with the stable and calm environment in which to learn effectively. We expect the best of our teachers; they must be passionate about their subjects and committed to continuing to learn themselves. This is at the heart of our community.



# DESCRIPTION

## Key Purpose of Role

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher.

To be a consistently “good” and often “outstanding” teacher who meets the relevant set of personal professional standards for the specific pay phase.

To be an effective professional who demonstrates thorough curriculum knowledge, teaches and assesses effectively and takes responsibility for professional development.

To be able to stretch and challenge the most-able students.

To meet the Teachers' Standards (see appendix).

## Areas of Responsibility and Key Tasks

- A. To plan and deliver engaging lessons that are challenging, inclusive and well resourced:
  - A1. ensure curriculum coverage, continuity and progression in the subject for all students, including those of high ability and those with special educational or linguistic needs;
  - A2. ensure effective development of students' individual and collaborative study skills necessary for them to become increasingly independent in their work and to complete tasks independently when out of school;
  - A3. ensure effective development of students' literacy, numeracy and information technology skills through the subject.
- B. To share planning and good practice within the faculty.
- C. To assess students' work regularly, in accordance with school and faculty policy.
- D. To contribute to the development of schemes of work, as required by the Director of Faculty:
  - D1. develop schemes of work and activities designed to ensure positive and engaging experiences in and outside of the classroom;
  - D2. maintain existing resources and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school.
- E. To contribute as appropriate to department extra-curricular activities, by agreement with the Director of Faculty.
- F. To use class data effectively to ensure students make progress:
  - F1. use data effectively to identify students who are underachieving in the subject and, where necessary, create and implement effective plans of action to support those students;





- F2. analyse and interpret relevant national, local and school data, plus research and inspection evidence, to inform policies, practices, expectations, targets and teaching methods;
  - F3. ensure that information about students' achievements in previous classes and schools is used effectively to secure good progress in the subject.
- G. To ensure that students' behaviour allows learning to take place by implementing the school's behaviour policy:
- G1. implement the school's behaviour management policy;
  - G2. contribute to whole-school aims, policies and practices, including those in relation to rewards, bullying and racial harassment.
- H. To report to parents on the quality of students' work, their progress and their attainment, in accordance with school and department policy.
- I. To attend parents' evenings to give an account of students' progress, attainment and attitude, as required by the schedule.
- J. To carry out other responsibilities that may reasonably be required by the Headteacher

Abingdon Learning Trust is committed to safeguarding children and young people. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Disclosure and Barring Service Enhanced check. The Trust is fully committed to the principles of equal opportunity, diversity and inclusion and welcomes applications from less well represented groups in the school and Trust. Posts in regulated activity are exempt from the Rehabilitation of Offenders Act (ROA) 1974 and all shortlisted candidates will be required to disclose information about their previous criminal convictions. All staff are expected to promote fundamental British values.



# Person

## SPECIFICATION

|                               | Essential  | Desirable   |
|-------------------------------|--|---|
| <b>Education and training</b> | <ul style="list-style-type: none"> <li>• A good degree in the relevant subject area</li> <li>• PGCE</li> <li>• Willingness to teach from the range of humanities subjects in Key Stage 3</li> </ul>  | <ul style="list-style-type: none"> <li>• Experience teaching Geography up to A-level</li> <li>• Interest or experience in teaching another A-level such as Politics or Philosophy (Not essential)</li> </ul>    |
| <b>Experience</b>             | <ul style="list-style-type: none"> <li>• Ability to teach the full age and ability range</li> </ul>  | <ul style="list-style-type: none"> <li>• Proven track record of strong exam results</li> <li>• Experience of writing/developing Schemes of Learning</li> </ul>  |
| <b>Knowledge</b>              | <ul style="list-style-type: none"> <li>• Strong grasp of specialist subject</li> <li>• Understanding of recent developments in subject pedagogy including the importance of diversity in teaching Humanities</li> </ul>  | <ul style="list-style-type: none"> <li>• Interest in and understanding of another humanities subject</li> <li>• Willingness to take part in extracurricular activities like field trips/school trips</li> </ul> |
| <b>Skills</b>                 | <ul style="list-style-type: none"> <li>• Good communicator</li> <li>• Effective classroom presence</li> <li>• Rigorous and effective use of AfL</li> <li>• Experience of using a range of ICT and media in the classroom</li> <li>• Good at motivating students to achieve their full potential</li> </ul> | <ul style="list-style-type: none"> <li>• Ability to use ICT to extend learning beyond the classroom</li> </ul>  |
| <b>Personal qualities</b>     | <ul style="list-style-type: none"> <li>• Energy, enthusiasm and creativity</li> <li>• Hard working, adaptive and flexible</li> <li>• Team worker</li> <li>• Punctual and trustworthy</li> <li>• Highly organised</li> </ul>  | <ul style="list-style-type: none"> <li>• Sensitive and intuitive</li> <li>• Sense of humour</li> <li>• Willingness to offer additional support to students preparing for exams</li> </ul>                       |







QUALITY  
OPPORTUNITY  
COLLABORATION  
AMBITION  
COMMUNITY



# Terms of APPOINTMENT

**The appointment will be made based on the School Teachers' Pay and Conditions Document.**

**The appointment is for September 2023 and is full time, and permanent.**

John Mason School and Abingdon Learning Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act.

A copy of the school's Safeguarding and Child Protection Policy is here:  
<https://www.abingdonlearningtrust.org/information/safeguarding/#here>

Applicants must be willing to undergo all the relevant pre-employment checks as laid out in Keeping Children Safe in Education.

# How to APPLY

The application window opens on Wednesday 17 May 2023 with applications to be received by 12 noon on Tuesday 23 May 2023.

To apply, an application form and applicant monitoring form should be downloaded from <https://www.johnmason.oxon.sch.uk/joining-us/vacancies>, completed and sent to: [recruitment@abingdonlearningtrust.org](mailto:recruitment@abingdonlearningtrust.org).

If you are interested in applying for the Head of Year role please express your interest in your application. A job description for this is available from Jane Howse at [jane.howse@johnmason.oxon.sch.uk](mailto:jane.howse@johnmason.oxon.sch.uk)

Shortlisted applicants will be notified following assessment of applications against the person specification and job role requirements. Interview date to be confirmed.

Please do contact Mr Aidan Conroy, Director of Humanities via [aidan.conroy@johnmason.oxon.sch.uk](mailto:aidan.conroy@johnmason.oxon.sch.uk) for an informal discussion about the role.

**We look forward to receiving your application.**

