



Permanent Post of Curriculum Leader of Geography

Required from 1st September 2026

INTRODUCTION

Enniskillen Royal Grammar School is an academically selective, co-educational, non-denominational voluntary grammar school which opened on 1 September 2016, bringing together the two school communities of Collegiate Grammar School and Portora Royal School. At the heart of the vision for this school is the commitment to make it a centre of excellence where pupils are challenged and supported in equal measure by a staff committed to pursuing the highest standards across a wide range of curricular and extra-curricular learning experiences. Enniskillen Royal Grammar School also seeks to build strong and purposeful links with a wide range of partners in the local and wider community at regional and national level.

The Geography department is a flourishing one with strong uptake at GCSE and Advanced Level where there are very successful public examination outcomes. Accordingly, the Board of Governors is seeking to appoint an enthusiastic and creative Curriculum Leader who can maintain and develop the department's commitment to a high performing and vibrant Geography department in line with the overall ethos and needs of our school and our pupils.

The person appointed will be expected to act as a form tutor.

The ability to offer a second subject such as Learning for Life and Work and/ or ICT may be an advantage.

The Governors are also seeking to promote the extra-curricular life of the school, and it is highly desirable that applicants for the post demonstrate an ability and willingness to contribute to the school's extra-curricular programme.

The person appointed will be awarded Teaching Allowance 1.

JOB SPECIFICATION

The Curriculum Leader in addition to the essential qualifications and experience should be able to demonstrate the following:

PERSONNEL SPECIFICATION

Management Knowledge and Skills

- Ability to think strategically and contribute to building and communicating a shared coherent vision within the subject area of their responsibility
- Ability to provide direction in promoting a culture of high expectations, successful learning, and achievement
- Ability and experience in a robust use of data to support self-evaluation and target setting for improvement
- Ability to make informed decisions and communicate these effectively
- Ability to form and foster good interpersonal relationships with colleagues, pupils, and parents
- Effective conflict resolution skills.
- Good communication skills and presentational skills, both oral and written.
- Good organisational and planning skills and the ability to deal with complex administration tasks in a timely fashion

Leadership Qualities

- Leading and motivating staff in the pursuit of the Departmental aims and objectives.
- Lead and motivate the staff in their continuous professional development.
- Work well with others to build an effective team within the department.
- Develop strategies which will seek to promote high standards of pupil achievement, attendance, behaviour, appearance, and well-being.
- Develop and maintain a shared understanding within the department of effective behaviour management and discipline within the school's pastoral care policy.

Personal Qualities

- An understanding of the importance of establishing a clear vision for the department based on a consistent pupil centered approach to education.
- A commitment to high quality teaching, learning and pastoral support.
- A willingness to promote and develop the career opportunities related to the subject area.
- A sound value system consonant with the ethos of the school and an ability to lead by example.

- Integrity, energy, enthusiasm, determination, resilience, compassion, sensitivity and flexibility.

JOB DESCRIPTION – Curriculum Leader of Geography

Job Purpose:

- Strategic direction and development of the subject
- Teaching and Learning
- Leading and managing staff
- Efficient and effective deployment of staff and resources

General Responsibilities:

A Curriculum Leader takes responsibility for the learning and teaching of pupils in a subject within the aims and ethos of the school. As a Leader of a subject area s/he is expected to manage curriculum resources and teachers in an effective and efficient manner. The Curriculum Leader is directly responsible to a designated member of the Senior Leadership Team, the Deputy Principal and to the Principal.

A Curriculum Leader's responsibilities will include:

- Maintaining the ethos of the School.
- Fostering constructive relationships within Enniskillen Royal Grammar School
- Involvement in the performance management and self-evaluating structures of the department
- Responsibility for the review of policies relevant to their department
- Undertaking any reasonable duties as requested by the Principal.

Key Responsibilities

1. Strategic direction and development of the subject.

- Work with members of the department, teaching and support staff to formulate aims, objectives and strategic plans for the department consistent with the aims and ethos of the school and the School Development Plan
- Develop and review syllabuses, resources, Schemes of Work, marking policies and assessment procedures to be followed so ensuring consistency in internal standardisation within the department
- Plan, implement, monitor, and evaluate the departmental policies and departmental development plan in line with school policies and with the School Development Plan
- Provide examination analysis and subject area review as part of the School's self-evaluation cycle
- Maintain accurate and up to date information concerning the department on the Management Information System

- Encourage staff and pupils to become involved in extra-curricular activities related to the work of the Department
- Keep abreast of learning, teaching and curriculum developments and examination requirements
- Co-ordinating special events, e.g. field trips, education trips, guest speakers;
- Encourage links with external agencies, e.g. examination boards, Education Authority, university, industry.

2. Teaching and Learning

- Undertake an appropriate programme of teaching in their subject area.
- Monitor and evaluate the teaching standards and methods within the department
- Develop the effectiveness of teaching and learning styles
- Be responsible for the co-ordination and standardisation of assessments and moderation of controlled assessment where appropriate
- Ensure common standards of behaviour, work etc. are maintained in line with relevant school policies, e.g. Positive Behaviour Policy, Learning and Teaching Policy
- Use data effectively to raise standards within the department and to identify areas for improvement
- Plan, implement and monitor the Departmental Learning and Teaching Policy in line with the School aims
- Provide Learning Support by raising staff awareness of the difficulties experienced by pupils who have special and additional educational needs, providing resources and information about a repertoire of strategies for staff within the department
- Inform the school's examinations officer of all entries for public examinations.

3. Leading and Managing Staff

- Lead members of the department in the process of regular self-evaluation of the work of the department to effect improvement
- Promote the professional development of the members of the department
- Chair regular departmental meetings
- Represent the department at all relevant meetings and play a full role in decision-making to whole school issues

4. Efficient and effective deployment of staff and resources

- Ensure the deployment of teaching staff and support staff to individual classes and other duties
- Oversee the work set for classes of absent teachers
- Assist with the appointment of new staff to the department
- Manage induction and monitoring progress
- Oversee the effective deployment of student teachers to classes
- Oversee the effective deployment of the Departmental budget
- Maintain an accurate and up to date inventory of all resources within the department
- Assist the Librarian with the acquisition of Library support materials for the department
- Monitor the safety of pupils and staff within the department.

Essential Criteria:

Applicants must: -

- have a recognised teaching qualification and be recognised as a teacher by the GTCNI
- have a good Honours Degree (2.2 or above) in: -
- Geography or
- a degree where Geography was a substantial part of the degree or
- a degree in a related subject with subsequent experience in teaching Geography
- have experience of teaching GCSE and /or Advanced Level Geography
- have a minimum of two years' post-primary teaching experience.

Desirable Criteria:

Preference may be given to applicants who:

- Have a 2:1 Degree
- demonstrate the ability and willingness to contribute to the extra-curricular life of the school
- have experience of leading and managing a staff team.