



Mossbourne
Federation

Head of Department Geography

Job Description



POSITION	Head of Department Geography
SALARY	Teachers main pay scale + TLR / UPS + TLR
START DATE	Monday, 1 st September 2025 [INSET days 1 st , 2 nd September 2025]
HOURS	40 hours per week
FULL-TIME EQUIVALENT	52 weeks per annum
CONTRACT TYPE	Permanent
RESPONSIBLE TO	Head of Learning Area, Humanities
LOCATION	Mossbourne Fobbing Academy
KEY WORKING RELATIONSHIPS	Extended Leadership Team, teachers, students, and parents

Background

Mossbourne is the realisation of Sir Clive Bourne's dream to provide the children of Hackney with an outstanding education. Mossbourne is built on a formula of high expectations, doing the simple things right, and the belief that all children can succeed. All learners, regardless of ability, benefit from the innovative and enlightened approaches to teaching and learning. The Federation's calm working atmosphere creates well-rounded individuals who excel in the arts, on the sporting field and academically.

The Mossbourne Federation consist of seven academies: Mossbourne Community Academy (MCA), Mossbourne Fobbing Academy (MFA), secondary and sixth form, Mossbourne Victoria Park Academy (MVPA), Mossbourne Port Side Academy (MPSA) secondary, Mossbourne Parkside Academy (MPA), Mossbourne Riverside Academy (MRA), Mossbourne Herd Lane Academy (MHLA) primary.

The Mossbourne Federation is actively seeking to increase the proportion of our workforce who come from diverse backgrounds. We particularly welcome applications from people of Black, Asian, and other minority ethnic descent. Injustice, discrimination, and intolerance go against the core tenets of the Mossbourne ethos. We actively reject discrimination in our academies through continuous review of our working policies & practices across the federation, including at board level. We are committed to developing & supporting inclusivity, diversity & anti-racism in every facet of what we do.

Mossbourne Port Side Academy (MPSA)

Mossbourne Port Side Academy is a secondary school located in Stanford-le-Hope, Essex. It offers a curriculum for students aged 11 to 16, focusing on academic achievement, personal development, and preparing students for future success.

In addition to core academic subjects, MPSA offers a range of extracurricular activities to promote student engagement and personal growth. The academy values student well-being and works to create a positive culture, helping students build confidence, resilience, and leadership skills.

MPSA is committed to ensuring that all students build the knowledge, character, and qualifications that will open the doors to the future they dream of. Our students leave prepared to make a meaningful impact on the world and bring positive change to their communities.

MPSA has recently entered an exciting new chapter in joining the Mossbourne Federation - an organisation known for its exceptionally high standards, where students consistently achieve some of the best outcomes in the country. This is a thrilling time for our academy, offering us a fantastic opportunity to grow, evolve, and thrive as we continue our mission to provide our students with the outstanding education they deserve.

If you would like to be part of the team that is improving the life chances of our students, then please read on.



The Humanities Learning Area

The Humanities Learning Area is the largest Learning Area in the academy and includes History, Geography, Religious Studies, Psychology, Law and PSCE. Humanities is a highly regarded Learning Area at Mossbourne Port Side Academy; it plays a central role in the life of the academy. So committed are we to the importance of an education which exposes children to the global landscape, every student is entered for GCSE Religious Studies and GCSE History. At Key Stage 4, Geography is an extremely popular choice. Humanities subjects are among our most popular A-Levels with students going on to achieve excellent results. Outcomes in History, Psychology and Law, in particular, are superb but we are always striving to be better. There are currently 13 Humanities teachers working within the Learning Area with responsibility shared between the Head of Learning Area (HoLA), a second in charge and heads of department. The Learning Area is extremely well resourced with teachers enjoying their own classrooms, each with interactive whiteboard and visualiser.

Job Summary

The successful applicant will be passionate about Geography education and have the drive and ambition to lead a department that inspires and excites a future generation of students to share a love of their subject. The successful applicant will be equally committed to sharing their expertise and experience with members of their department and investing in the progress of the staff in the Geography Department and Humanities Learning Area. They will be well organised, energetic, and willing to go the 'extra mile' for our students. They will have a proven track record of successful teaching across different key stages and believe that all students will succeed in their study of Geography.

Main Duties & Responsibilities

The post holder's key responsibilities include:

- To promote and be committed to the Academy's aims and objectives and to implement Academy policies.
- To work with the Head of Learning Area and other staff members to ensure the effective provision of teaching and learning in Geography and Humanities.
- To plan and deliver high-quality, differentiated lessons on a day-to-day basis.
- To contribute to the development of schemes of work for relevant key stages.
- To support student progress through a targeted intervention programme.
- To set homework in accordance with Learning Area policy and to mark work regularly to aid progression, keep clear records of attainment and follow up on non-submission.
- To keep abreast of developments in your subject and to ensure that these changes are implemented in lesson delivery and schemes of work.
- To organise and run enrichment opportunities and support interventions for students within geography studies including extension classes, trips etc.
- To undertake duties as directed and in accordance with Academy expectations.
- To supervise guided reading, to oversee prep lessons, including delivery of 'Bourne Scholar' sessions, as directed and in accordance with Academy expectations.
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.



Person Specification				
E Essential or D Desirable	Requirements	Assessment Criteria		
		App Form	Task	Interview
Experience				
D	Ability to teach Geography across the Key Stages and another Humanities subject at KS3 is desirable.	X	X	X
E	knowledge and understanding of how students learn	X	X	X
E	ability to reflect on your own and student performance in lessons and adapt practice accordingly		X	X
E	ability to select and devise appropriate teaching methods and resources to meet the differing needs of students	X		X
E	effective planning, assessment, and record-keeping	X		
E	ability to work independently and as part of a team, contributing to INSETs			
E	ability to develop and maintain positive relationships with teachers, support staff and parents			X
E	effective classroom management and efficient organisation of resources	X		X
Qualifications				
E	a good degree in an appropriate subject (Geography or similar)	X		X
E	Qualified Teacher Status (QTS)	X		
IT knowledge				
D	expert knowledge of the Microsoft package (Word, Excel, Outlook, Publisher, Power Point)	X		
D	ability to swiftly adapt to and utilise new/various systems/software	X		
D	capable of making effective and appropriate use of ICT in lesson delivery and within the learning area		X	X
Behavioural Competencies				
E	excellent analytical and multi-dimensional communication skills		X	X
D	strategic approach, ability to see the 'big picture' and think 'outside of the box'	X		
E	ability to meet ALL deadlines internally and externally ensuring output consistently is of an exemplary standard			X
D	the initiative to work independently with minimal supervision			X
E	must have the upmost integrity as well as high levels of motivation and commitment	X		
E	proactive approach and efficient time management and prioritisation skills	X		



E	genuine interest and passion for the education of young people and the ability to contribute more widely to the life and community of the Federation	X	X	
Applicable to all staff				
E	Undertake training as required to fulfil the requirements of the role	X	X	X
E	Support Mossbourne through your actions & attitude, adjusting performance and practice in accordance with Federation initiatives and directives.	X	X	X
E	Recognise your role as part of the success of Mossbourne.	X	X	X
E	Play an active role in the safeguarding of all students and adults.	X	X	X

Mossbourne Federation reserves the right to modify this job description to ensure the needs of the Federation & students are met.

The document is not a comprehensive list; it simply outlines the expectations of this role.

This post is subject to an enhanced DBS disclosure. The post holder must be committed to safeguarding the welfare of children.