



JOB DESCRIPTION and PERSON SPECIFICATION

Teacher of Business and/or Economics

Section:	Academic Staff		
Responsible to:	Head of Faculty	Status of position:	Full time, permanent

Main purpose of the role

Teachers of Business and/or Economics report to the Head of Business and/or Head of Economics, as appropriate, and are expected to deliver the subject/s to an exceptional level across Sixth Form year groups, helping pupils to cultivate confidence, knowledge and understanding in all areas of the subject.

Classroom Teaching

- Teaching a full-time lesson allocation per week (a reduced timetable would apply initially for those new to the profession). The distribution of these lessons across subjects and year-groups will be at the discretion of the Head/s of Faculty and the Deputy Head (Academic).
- Undertake occasional additional teaching duties (e.g. the delivery of the Extended Project Qualification, or Supervised Study) as directed by the Deputy Head (Academic).
- Plan and deliver excellent lessons, consistent with the published schemes of work, and faculty and school policies which engage and

inspire pupils of all levels to make outstanding academic progress.

- Adapt the planning and delivery of lessons to ensure that all pupils are able make good progress.
- Set high expectations of classroom behaviour and maintain a classroom environment which is safe, stimulating and within which the positive attitudes, values and behaviour expected of pupils are consistently modelled.
- Continuously evaluate and refine teaching to improve the pupil learning experience.
- Model the highest standards of literacy in spoken and written communications.
- Liaise effectively with the pastoral teams to ensure that any pupil's progress can be seen in full context of their wider school life.
- Use school ICT equipment and systems confidently to support learning.

Assessment & Reporting

- Take responsibility for pupils' ongoing attainment, progress and final outcomes.
- Mark work regularly (in accordance with the Faculty and School marking policy) and use assessment and feedback as a means of giving pupils an opportunity for reflection as well as to inform the planning of future sessions.
- Write academic reports according to the published schedule and guidance and contribute marks to Faculty mark books and tracking documents as directed by the Head of Faculty.
- Attend Parent Consultation meetings for all pupils taught each year.

Wider Professional Responsibilities

- Supply cover teaching for colleagues within the Faculty and the whole school as required.
- Assist with super-curricular Faculty activities (e.g. trips, societies, clinics) and Faculty meetings as directed by the Head of Faculty.
- Engage thoroughly with all processes of induction and the Individual Development Plan process.
- Assist with School Partnership and Community Engagement projects and Admissions events as required.

Pastoral and Co-Curricular

- Play a significant role in both the pastoral and co-curricular life of the school.

Safeguarding

- Shrewsbury School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- The postholder must comply with the School's Safeguarding & Child Protection policy at all times.
- The postholder must undergo Safeguarding & Child Protection training as directed by their Line Manager.

These duties are illustrative. Shrewsbury School reserves the right to alter the content of this job description, after consultation and consistent with the level of responsibility of this role, to reflect the school's changing demands.



Person Specification

Teacher

A = Application form D = Documents I = Interview P = Presentation

<u>Description</u>	<u>Essential</u>	<u>Desirable</u>	<u>Method used</u>
Subject knowledge			
Good undergraduate degree in Business and/or Economics or a closely related subject (applications are welcome from current final-year university pupils).	✓		A / D
The ability to provide stimulating, well-planned lessons.	✓		A / P
Subject knowledge in Business and/or Economics to challenge pupils.	✓		A / D / I
Experience of working with young people in an educational context.		✓	A
Teaching Qualification or Postgraduate qualification in Business and/or Economics or a closely related subject, or in a relevant Education field.		✓	A / D
Pastoral and co-curricular duties			
Commitment to boarding school life and the ability to carry out the role of tutor effectively.	✓		A / I
Professional, yet caring and compassionate approach to working with pupils.	✓		A / P
Willingness to be involved in a range of co-curricular activities.	✓		A / I
Experience of working with young people in a residential context.		✓	A / I
Qualifications and/or experience of leading/coaching and/or performing in a competitive environment in Sport, Music, Drama or Adventurous Activities.		✓	A / I

Personal qualities			
Excellent communication skills (oral and written) for dealing with pupils, parents and colleagues.	✓		I / P
Conscientiousness, enthusiasm, and the ability to sustain term time hours, including some evenings and weekends.	✓		A / I
Ability to work independently and in a team.	✓		A / I
Ability to develop a rapport with pupils throughout the school.	✓		I / P
Strong organisational skills, and the ability to meet deadlines.	✓		I
A positive attitude towards professional development and their own learning.	✓		A / I
Suitability to work with children			
Shrewsbury School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	✓		D
The postholder must comply with the School's Safeguarding & Child Protection Policy at all times.	✓		D
The postholder must undergo Safeguarding & Child Protection training as directed by their Line Manager and the Designated Safeguarding Lead.	✓		D
An enhanced Disclosure & Barring Service check will be completed on the successful applicant.	✓		D