**Job Description**

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| **Job title:**Business Teacher  |
| **Grade:**  | **Location: Astor Secondary School** |
| **Position reports to:**Line Manger | **Liaising with:** Head Teacher, Trust (SSET) Leadership Team, School Leadership Team, Deputy/Assistant Head Teacher, Teaching and Support Staff, external agencies, students and parents. |

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| **Key duties and responsibilities** |
| **Teaching and Learning*** Design and deliver an engaging Business curriculum that builds commercial awareness, analytical thinking, and applied knowledge.
* Plan for coherent progression across KS4 (WJEC Retail Business) and KS5 (Cambridge Technicals Level 3 Business), with flexibility for transition to AQA Business A Level from 2026.
* Foster entrepreneurial, financial, and strategic thinking, encouraging students to explore marketing, operations, finance, human resources, and external influences.
* Deliver engaging lessons using case studies, current business issues, simulations, and digital learning tools.
* Prepare students effectively for external examinations, controlled assessments, coursework, and applied learning outcomes.
* Develop transferable skills such as communication, leadership, problem-solving, and ethical decision-making.
* Provide timely, constructive feedback to support continuous improvement and progress.

**Extracurricular and Enrichment*** Support enterprise projects, competitions, and student-led business initiatives (e.g., tuck shops, school events, or market challenges).
* Facilitate links with local businesses and employers to enhance real-world learning and employability.
* Promote participation in cross-curricular enterprise events and leadership opportunities such as Young Enterprise or Career Ready programmes.

**Developing Professional and Constructive Relationships*** Set high expectations for all students, promoting a culture of professionalism, ambition, and respect.
* Communicate effectively with parents and carers about progress and achievement.
* Collaborate with colleagues across departments to embed numeracy, literacy, and ICT into business contexts.
* Share best practice and contribute to a collaborative departmental ethos focused on improvement and innovation.

**Safeguarding and Wellbeing*** Maintain an up-to-date knowledge of safeguarding policies and procedures, including reading and implementing key safeguarding materials.
* Be vigilant in identifying and supporting students whose progress or wellbeing is affected by personal circumstances, referring them for additional support as necessary.

**Professional Development and Leadership*** Regularly evaluate personal teaching practices and seek professional development opportunities to enhance subject knowledge and pedagogy.
* Stay informed of national developments in Business**,** including examination board specifications, curriculum changes, and industry trends.
* Play an active role in whole-school initiatives, contributing to staff training and development where relevant.
* Act as a role model within the school, demonstrating enthusiasm and dedication to the subject.

**Professional Knowledge and Skills*** Strong subject knowledge across key business disciplines including enterprise, finance, marketing, human resources, and strategy.
* Understanding of effective pedagogy in vocational and academic Business education, including assessment and differentiation strategies.
* Experience in guiding students through coursework, market research, data analysis, and business decision-making.
* Proficiency in ICT and digital learning tools for business analysis and presentation.
* Knowledge of assessment and reporting procedures for both coursework-based and exam-based qualifications.

**Personal Responsibilities*** Uphold professional standards and act as an ambassador for the school and its values.
* Demonstrate a commitment to the safeguarding and welfare of all students.
* Work collaboratively as part of the school team, contributing to a positive working environment.
* Take responsibility for personal professional development and actively engage in training opportunities.
* Undertake any other reasonable duties as required by the school leadership team.

This job description may be subject to review and amendment in consultation with the post holder to meet the evolving needs of the school.Astor Secondary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. |

**Person Specification**

**Business Teacher**

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

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| **Criteria** | **Essential / Desirable** | **Details** |
| **Qualifications** | Essential | Degree in Business, Economics, or related field. Qualified Teacher Status (QTS) or equivalent. |
| **Experience** | Essential | Experience teaching Business at Key Stage 4 and/or Key Stage 5. Experience of coursework-based and exam-based assessment. |
| **Experience** | Desirable | Experience teaching across WJEC, OCR Cambridge Technicals, AQA or similar specifications. Evidence of supporting enterprise or vocational projects. |
| **Skills and Abilities** | Essential | Excellent classroom management and communication skills. Ability to motivate and inspire students of all abilities. Strong organisational and planning skills. Commitment to high standards of teaching and learning. |
| **Skills and Abilities** | Desirable | Experience of mentoring or leading curriculum development in Business or vocational subjects. |
| **Knowledge** | Essential | Strong understanding of current Business education frameworks, assessment methods, and Ofqual regulations. Awareness of safeguarding, equality, and data protection responsibilities. |
| **Behavioural Attributes** | Essential | Professional integrity, enthusiasm, and collaborative mindset. Commitment to inclusion and high aspirations for all learners. |