



**Job Role:** Teacher of Business Diploma

**Job Purpose:** To deliver outstanding teaching; to ensure effective student learning in the subject and to achieve excellent results for the students.

**Key Responsibilities:**

- Encourage high standards in all aspects of school life, particularly in student progress.
- Contribute to the effective and efficient running of the school.
- Promote a school culture which is positive, purposeful and professional.
- Support and motivate students, teachers and other school employees.
- Encourage consultation, review and improvement.

**Teaching and Learning Responsibilities**

- Plan and prepare well-structured, clearly presented lessons appropriate to the abilities of all students and the syllabus being taught.
- Make sure that the classroom is a stimulating environment that facilitates learning.
- Generate enthusiasm for the subject being taught and inspire all students to work to their potential.
- Liaise with the Deputy Head and SENDCo where a student may have special educational needs and with the Form Tutor and House Manager if a student is experiencing pastoral difficulties.
- Promote high standards of behaviour by encouraging a positive, proactive approach to study, and build productive relationships with students.
- Set homework according to policy and pertinent to the student's ability and wider workload.
- Promote high standards of organisation.
- Be punctual to lessons.
- Promote high standards in the use of English as the common language and help develop English for Academic Progress.
- Provide high-quality, accurate, constructive and targeted information to parents at Parents' Evenings, in subject reports, incidental meetings and communications.
- Assess, record and monitor the progress of all students according to faculty guidelines in order to provide accurate information to parents in a variety of forms, as and when necessary.

**Person Specification:**

- Appropriate degree, with UK PGCE, or other teaching qualification giving QTS.
- Minimum three years' teaching experience.
- Familiarity with the National Curriculum of England (Plus IGCSE/GCSE and/or A Levels as appropriate).
- Passion for teaching and commitment to educating the whole child.
- A high level of professionalism and consideration of the well-being of students.
- Recent and consistent involvement in extracurricular activities
- Respect for all members of a school community, irrespective of position, gender, age and ethnic background.
- Previous experience working with students for whom English is not their first language.
- A positive and solution-focused attitude to working life.
- Acceptable police checks (or equivalent) from the country of origin and from all other countries in which the applicant has worked and no question regarding suitability to work with children.
- Appropriate references from current and previous employers, corroborated by personal phone calls made to each referee.

**Other**

- This post is subject to an enhanced Disclosure & Barring Service check.
- The post holder must be committed to safeguarding the welfare of children and to providing equality of opportunity.