



## Job Description

Position:	Teacher of Business Studies
Pay Spine:	MPS/UPS (depending on experience and qualifications) + Outer London Fringe
Start date:	September 2019
Employment type:	Full-Time
Accountable to:	Director of Learning
Job Purpose:	To support the department team to maintain high standards of student learning, attainment and ethos through high quality teaching and positive behaviour management
Accountable For:	Teaching Business Studies to KS3, KS4 and KS5

### KEY ACCOUNTABILITIES

- Support the faculty by providing excellent classroom management skills and subject knowledge.
- Responsibility for students' learning in their curriculum area by modelling good practice, building positive relationships with students and sharing a passion for learning.
- Building strong home/school links.
- Delivery of a curricular program through timetabled lessons and extended curriculum.
- Maintenance of a positive behaviour management system.

### KEY TASKS

- Maintain and raise the standards of learning and attainment for the faculty area.
- Liaise and meet with Directors of Learning, Year Managers, Senior Managers and other curriculum co-ordinators as necessary regarding pupils, staff deployment and management.
- Contribute to the extra-curricular opportunities within school.
- Plan teaching to achieve progression in students' learning.
- Prepare schemes of work appropriate to level of students.
- Ensure that homework and coursework is set on a timely basis and marked promptly.
- Keep resources in good repair.
- Be prepared to participate in any training required and the Performance Appraisal process of the school.
- Keep up to date with new initiatives and Government directives.
- Assess and record students' progress and participate in parents' consultation evenings.

### NOTES

- Whilst every effort has been made to explain the main duties and responsibilities of this post, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description.
- All members of staff are required to comply with the general conditions of employment of school teachers as defined by the latest DfES Pay and Conditions Document and school policies.
- The school is committed to safeguarding children and young people. All post holders are subject to a satisfactory Disclosure and Barring Service check.