

Job Title	Teacher of Economics / Accountancy
Report to	Head of Business Studies
Department	Business Studies
Start Date	1 st August 2026

I. Job Responsibilities

Leading Learning & Teaching

- Put students' learning and welfare at the centre of all of their practice and decision making
- Have a clear vision for effective learning and teaching across the department that reflects and complements whole School goals and guiding statements
- Model excellent classroom practice
- Have a clear understanding of what excellence looks like in their subject area and set standards that support everyone in aiming for this
- Maintain an active critical interest in educational research and debate and promote discussion and training within the department
- Manage and evaluate effective systems for the assessment and tracking of learning, as well as implement a range of sustainable intervention strategies, to ensure all students make excellent progress
- Work to sustain expert subject knowledge

School Improvement & Effective Partnerships

- Work proactively with other staff and school leaders to support and develop initiatives that promote Business Studies and/or school goals.
- Liaise constructively (and proactively) with the parental community to communicate the vision and goals of the department.
- Look for opportunities to work collaboratively with other school leaders to develop their own practice as well as the practice and provision within the Business Studies department.
- Work for any ad hoc tasks as reasonably required by the Headteacher, Director of Academics and Head of Business Studies from time to time.
- Cooperate with the Marketing team for student recruitment, school promotion and other activities.

Key Duties

Aims & Ethos

Teaching Load

Curriculum Planning

English Language Learning

The Teacher of Economics / Accountancy will

1. Be responsible to the Headteacher and the Head of Business Studies for the safe, proper and imaginative provision of Business Studies in line with the school's mission and ethos.
2. Teach for up to a maximum of 40 x 60 minute periods out of 60 periods / 10 day cycle.
3. Motivate and inspire students whilst providing a supportive and dynamic learning environment.
4. Demonstrate a clear understanding of high-quality Learning and Teaching
5. Contribute widely to excellent curricular planning, implementation and review in the following areas:
 - a. The regular review, analysis and updating of departmental Programmes of Study and Schemes of Work;
 - b. Home Learning in accordance with the school's Home Learning Policy;
 - c. The setting of appropriate work during periods of cover for unforeseen absence within the department.
 - d. Organise and supervise ECA activities as appropriate.
 - e. Actively promote ECA activities and seek student participation.
 - f. Attend evening school to supervise students' study and to ensure their safety and security as required.
 - g. Primarily focused on teaching Business Studies, with the flexibility to teach Economics if needed in future.
6. Contribute to the promotion of English as an Additional Language in the following ways:
 - a. Have an awareness of the best practice in EAL with respect to lesson preparation, lesson delivery and differentiation, assessment, marking and reporting;
 - b. Ensure that EAL support staff are well used through co-planning, support in lessons, assessment and feedback;

- c. Support the Head of Learning Support in promoting school-wide goals and strategies in respect of developing students' English proficiency.

Assessment

- 7. Be responsible for assessment in the following areas:
 - a. Ensure compliance between schemes of work, classroom practice and examined content and skills for external examinations as defined by the relevant syllabuses for externally examined courses within the department;
 - b. Maintain a high awareness of new or upcoming changes to externally examined courses including changes to content and/or assessment procedures;
 - c. Co-ordinate the preparation and marking of internal assessment papers in line with external examination standards;
 - d. Co-ordinate the preparation and marking of admissions tests and internal assessment papers as required;

Performance Management

- 8. Be responsible to the Head of Business Studies who will act as Line Manager and who will normally conduct Performance Management;
- 9. Participate actively and constructively in the School's performance management process in accordance with the Performance Management policy;
- 10. Reflect on personal practice and participate in peer Learning Walks and Classroom Observation to ensure the sharing of best practice across the School;

Communication

- 11. Contribute to excellent communication in the following areas:
 - a. Regular reporting to parents about the progress of students that explains how students can improve alongside a summary of their achievements;
 - b. Regular and published departmental meetings (including agenda setting, production and circulation of minutes, and implementation of arising action points);

- c. Attendance at regular Department meetings and other meetings as required;

Budget and Resources

- 12. Contribute to budgeting and resources in the following areas:
 - a. Ordering books and equipment in accordance with the school budgeting policies and procedures
 - b. Ensuring that an up-to-date record is kept of department resources;
 - c. Ensuring that departmental resources, books and ICT hardware are treated with great care.

Essential:

- A commitment to working collegially combined with the vision and courage to develop a school from the very beginning
- A strong academic background and a good degree in Economics/Accounting or other closely related subject
- A teaching qualification eg PGCE and QTS and at least 2 years' experience post QTS
- Experience of teaching to a high level, including Advanced Level
- Excellent teaching, communication and interpersonal skills
- A commitment to personal professional development
- A willingness to participate in the programme of extracurricular activities, fixtures and trips
- Active support of the pastoral system, including pastoral tutoring and the boarding house system
- Excellent written and spoken English
- Active support of the ethos and aims of the school
- Committed to the safeguarding and well-being of children and young people

Desirable

- A proven track record of leadership
- International experience
- Experience teaching students whose first language is not English
- Contribution to staff professional development, leadership capacity and succession planning