



# WADDESDON

## CHURCH OF ENGLAND SCHOOL

### **Teacher/Subject Leader of Business and Economics (Flexible working – part, or full time)**

#### **Job Description**

**The post holder will be directly responsible to the Subject Leader for Business, Economics and Finance. If appointed to the position of Subject Leader, they will be directly responsible to the LMT Line Manager.**

1. **Core Purpose:** to provide inspirational teaching and/or leadership of Economics, alongside Business and Finance, in order to promote the highest standards of learning, progress and achievement from students of all abilities across Key Stages 3, 4 and 5
2. **Planning**
  - Plan lessons and sequences of lessons in accordance with departmental policy and schemes of work
  - Plan lessons which are appropriately differentiated to ensure that students of all abilities and learning styles learn effectively and make maximum progress
  - Design opportunities for students to develop their literacy, numeracy, ICT and thinking and learning skills
3. **Teaching and Learning**
  - Teach Economics, Business and Finance across the age and ability range, as required by the Headteacher
  - Teach challenging and motivating lessons which inspire students to learn and to make progress to their full ability
  - Follow departmental policy for teaching, learning and assessment
  - Establish and maintain a safe, well-ordered and purposeful learning environment in which everyone is treated with dignity and respect
  - Maintain the highest standards of student behaviour in the classroom in order to support effective learning and progress
4. **Student Achievement**
  - Promote the highest standards of achievement from all students taught
  - Ensure that all students have attainment targets as required by the whole-school target-setting policy
  - Ensure that effective monitoring and tracking of student progress towards their targets is carried out, according to whole-school policy
  - Be accountable for student progress and attainment within the classes taught and develop the most effective strategies in order to secure improvements where necessary

- Ensure that all reasonable measures are taken to ensure the achievement of agreed targets for the classes taught
- Ensure that student behaviour and appearance supports learning within all classes taught and conforms to agreed school policy, contributing to high standards across the school
- Ensure that the lessons contribute to developing students' understanding of their roles as citizens of the school and the local, national and global community

#### 5. **Resource Management**

- Manage classroom resources efficiently and effectively in order to support the highest standards of learning.

#### 6. **Subject Leadership Responsibilities (if applicable)**

- *Lead the strategic development and self-evaluation of the department within the context of whole school development planning, providing reports and information for the Headteacher as required*
- *Monitor the quality of teaching and learning within the department and implement improvement strategies as agreed, to ensure that the needs of all students are met.*
- *Plan and prepare for developments in the Key Stage 4 and 5 curriculum in order to maximise student achievement and motivation.*
- *Ensure that all examination board requirements including moderation of coursework are carried out to a high professional standard*
- *Be accountable for student progress and attainment within the department and develop the most effective strategies in order to secure improvements where necessary*
- *Ensure that student behaviour and appearance supports learning across the department, conforms to agreed school policy and contributes to high standards across the school*
- *Ensure that the department contributes to developing students' understanding of their roles as citizens of the school, local, national and global community*
- *Keep up-to-date with curriculum requirements as determined by external examinations and develop appropriate courses and certification to meet the needs of the full ability range*
- *Manage the Business Studies and Economics Department budget, establish staff and resource needs, determine priorities for expenditure and allocate available resources with maximum efficiency to meet school and department objectives*

#### 7. **General**

- Work effectively as a member of the subject and year teams and share in the development and spread of good practice
- Contribute to the development of schemes of work, learning resources and departmental policies as reasonably required by the Subject Leader
- Keep up-to-date with developments in teaching and learning strategies appropriate to the subject, maintain a deep and extensive subject knowledge and an enquiring approach to the subject
- Be a caring and supportive form tutor able to support students' learning, progress and achievements in this role
- Attend and participate in routine meetings as required
- Contribute as appropriate to the school's extra-curricular programme and our links with the wider community

- Actively support agreed school policies and ensure their effective implementation where relevant
- Carry out tasks as reasonably requested by the Headteacher

The professional duties of all teachers are set out the School Teachers Pay and Conditions document (STPC), including those in relation to professional conduct (Part 2).

January 2025