# Job description: Teacher of Business Studies

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| **Location** | Oxford Spires Academy |
| **Contract term** | Permanent |
| **Full time / term time** | Full time |
| **Pay range** | TMS/UPS |
| **Reporting to** | Head of Business Studies |

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| **Core purpose of the role** |
| * To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for students * To monitor and support the overall progress and development of students as a teacher & tutor * To facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential * To use the OSA assessment cycle to collect and report accurate student data and to share with all parties (including parents & carers) * To implement appropriate interventions to enable all students to achieve their very best * To contribute to raising standards of student attainment * To share and support the school’s responsibility to provide and monitor opportunities for personal and academic growth |
| **Key priorities** |
| * Responsibility for your students’ progress and development within business studies. * To plan, structure and deliver high quality lessons that support achievement outcomes. * To support the planning and development of an appropriately broad balanced, relevant and differentiated curriculum for students studying in your subject area. * To effectively manage and deploy teaching/support staff, financial and physical resources within the department. * To support and continue to raise student attainment and achievement within Business across Year 9–Year 13. * To communicate effectively with stakeholders including students, parents and colleagues.   **To achieve success, the post holder will:**  Click or tap here to enter text. |
| **Key responsibilities** |
| **Curriculum**   * To support the development and review of detailed schemes of work consistent with the Academy’s and the department’s general aims and objectives and with the requirements of the National Curriculum including GCSE and BTEC. * In liaise with Head of Faculty to monitor the work of students within the department and to ensure that appropriate and consistent standards of punctuality, discipline, achievement recording and assessment. * To lead on raising levels of attainment in the department. * To maintain links with partners and promote curriculum continuity and with other institutions of further and higher education. * To maintain a pleasant working environment for students with good quality displays of relevant materials. * To contribute to cross-curricular and extra-curricular work within the Academy. * To support the social, emotional and academic success and well-being of students as a Tutor within the academy. * To support the culture and ethos of the academy through your role modelling to students and collaboration within your team and the wider school.     **Parents**   * To ensure that parents receive information about the courses being followed by, and the progress of, their children, through parental consultation meetings, written reports and by letter to express particular praise or concern. * To support the developments and successes within the department and help to communicate and share these with stakeholders.   **General**   * To attend subject and staff meetings as structure within the academy calendar. * To participate in the Academy/ faculty team development/review processes. * To be familiar with, and to adhere to, relevant parts of the Academy’s Health & Safety policy. * To undertake such other duties as may be required from time to time. |

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| This job description will be supported by the school improvement plan which may identify key distinct tasks and responsibilities for this role in the school year. These will be derived from ongoing school self-evaluation and other local/national priorities. The Postholder’s duties must be carried out in compliance with the school’s policies and procedures including child protection and safeguarding procedures.  These duties and responsibilities should be regarded as neither exhaustive nor exclusive as the post holder may be required to undertake other reasonably determined duties and responsibilities commensurate with the grading of the post.  The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. |