



Job Description

Post title	Head of A Level Economics and Business
Academy	Haberdashers' Aske's Hatcham College
Grade	MPS/UPS + ILW + TLR 2a
Responsible to	Vice Principal

Summary of the overall purpose of the job

The core purpose of this post is to lead and teach Economics and Business Studies at A Level in our well-established and large sixth form, which regularly sends a large cohort of students to Russell Group universities and four or five each year to Oxbridge. Both subjects are popular at A Level so we are looking for a colleague who will continue the lively interest in the subjects. It is expected that the successful candidate will consistently plan and deliver good and outstanding lessons. We are looking for an innovative and forward-looking individual who has strong subject knowledge, can inspire students and will contribute fully to the sixth form.

The successful candidate must be able to deliver Economics to a high level.

Key responsibilities and objectives of the job

- To work within and contribute to established College and department frameworks for
 - lesson planning, delivery and evaluation
 - student behaviour and care
 - student assessment
- To plan and teach the full A Level Economics course
- To plan and teach Business Studies at A Level
- To monitor the progress of students in the sixth form and plan and deliver interventions as required
- To write the self-evaluation for the subject area
- To write and implement the priority plan that arises from the self-evaluation
- To remain informed of current developments in the subject areas, to participate in INSET and to initiate change where appropriate
- To consistently plan and deliver good and outstanding lessons, ensuring that a variety of teaching resources are utilised
- To ensure that students' work is marked regularly and conscientiously, in accordance with the College marking policy
- To set and mark internal examinations and tests as required
- To demonstrate good knowledge of a wide range of teaching methods and to implement these in the classroom
- To be fully committed to the College's sixth form, house and enrichment activities

- To be a sixth form tutor
- To possess good ICT skills and use these as a tool in the teaching of Economics and Business
- To provide accurate information for parents as directed by the College and department policy and to attend parents' evenings and other presentation meetings as directed

General responsibilities and objectives

- To promote the principle of equal opportunities in the College
- To promote a single College ethos
- To work within the academy framework with regard to Health and Safety
- To promote the College's commitment to the continued professional development of all staff
- To undertake any duties as may reasonably be required by the Principal
- To be aware of and assume the appropriate level of responsibility for safeguarding and promoting the welfare of children and to report any concerns in accordance with the Academy's safeguarding policies.

Please note

This job description reflects the core activities of the role and as the Federation and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

If changes to the job become significant, the job description should be reviewed formally by the post-holder and line manager.

Date JD was agreed: September 2018

Person Specification

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED	
			AP	Application
			AS	Assessment
			I	Interview
			P	Presentation
			R	References
Education/qualification and training				
• Well-qualified graduate in a relevant discipline	✓		AP,I, R, AS	
• QTS		✓		
Knowledge/skills				
• Excellent subject knowledge	✓			
• Excellent inter-personal and communication skills and the ability to establish positive relationships with colleagues, students and parents	✓		AP,I, R, AS	
• Good ICT skills, with an ability to analyse data rapidly	✓		AP,I, R, AS	
Experience				
• Experience of effective behaviour management	✓		AP,I, R, AS	
• Successful experience of delivering Economics at A Level	✓			
• Successful experience of delivering Business Studies at A Level	✓			
• An ability to recognise the scope for taking the subject out of its classroom setting		✓	AP,I, R, AS	
• Good understanding of the curriculum and exam requirements for Economics and Business Studies at A Level	✓		AP,I, R, AS	
Personal characteristics/other requirements				
• An outstanding practitioner with demonstrable passion and enthusiasm for teaching their subject	✓		AP,I, R, AS	

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• Sensitivity in dealing with difficult pastoral issues		✓	AP,I, R, AS
• Commitment to their own professional learning	✓		AP,I, R, AS