



Carmel College is outstanding in all aspects of its provision".
(Ofsted Inspection Report August 2007)

Subject Teacher Business

Applications from both NQT's and experienced colleagues are equally welcome.

Job Ref:	BUSM18
Closing Date:	Friday 18 th May 2018 (12:00 Noon)
Department:	Business Studies
Salary/Grade:	From £23,396 (£11,698) to £38,748 (£19,374), depending on experience
Contract:	Temporary for 1 year in the first instance
Hours of Work:	Part time, 0.5 fte
Start Date:	August 2018
DBS:	An Enhanced Disclosure is required for this post.

DEPARTMENTAL INFORMATION

Carmel College has a highly successful Business area graded 1 by Ofsted in its last individual inspection. The department offers A level Business Studies (EDUQAS), BTEC Business Extended Certification and Diploma (Edexcel). There are currently 6 members of staff who deliver the above programmes for both year 1 and year 2.

The teachers in the department have a particularly dedicated and hardworking approach. There is a culture of high expectations, flexibility as well as being able to work well as part of a team.

The students in this department have been highly successful in their courses in recent years with outstanding added value and 'higher grades' significantly above the national average. The vast majority of student's progress to university to study degree courses or L3 apprenticeships.

*Carmel College has a commitment to safeguarding and promoting the welfare of students and expects all staff and volunteers to share this commitment. All posts are subject to Enhanced Disclosure Clearance through the Disclosure and Barring Service. Please note candidates suitability to work with children will be explored at interview, including the motivation to work with young people and attitudes towards the use of authority and maintaining discipline.



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SUBJECT TEACHER

Reporting to:

Head of Subject

Responsible to:

Curriculum Leader

JOB DESCRIPTION

THE ROLE

The person appointed would be expected to:

- Teach a timetable based on their experience and strengths
- Contribute to the development of the subject
- Contribute to the tutorial system of the College
- Be sympathetic to the Mission of the College
- Be flexible, enthusiastic and able to motivate students to realise their full potential
- Contribute to other aspect of College life as appropriate

All staff must make a positive contribution to:

- the Catholic ethos of the College;
- the College Equality and Diversity Policy;
- the pursuit of excellence and the highest standards of quality in all aspects of College life;
- their own professional development, in accordance with the needs of the College.

As with all other posts in the College, staff, in addition to their main subject areas, may be expected to make a contribution to one or more of the following:

- recreational and Community Service activities
- short practical courses
- Student Council activities
- Enrichment

Responsibility, in conjunction with the Principal, for duties commensurate with the following:

- To work as part of one or more curriculum team(s) undertaking specific duties after consultation with other staff in the same grouping.
- To participate in appropriate meetings with colleagues and parents.
- To monitor and control the storage and use of teaching materials and books related to the teaching of their subject.
- To participate with other colleagues in the development of appropriate specifications, materials and schemes of work.
- To supervise punctuality and attendance and to regularly submit registers to Curriculum Leaders.
- To ensure that all students abide by the College disciplinary system.
- To organise and invigilate such examinations as may be required.
- To be responsible for producing publicity leaflets for the marketing of College courses, working under the general direction of the Vice Principal (Academic).
- To be responsible for efficient teaching programmes and for the maintenance and development of subject resources and equipment.
- To undertake such other duties as changing circumstances may require.
- The Governors will appoint staff who are willing and able to contribute to the Catholic ethos of the College.
- Each member of the College will take reasonable care for the health and safety of himself/herself and persons who may be affected by his/her omissions at work.
- To undertake any other duties as may be assigned commensurate with the grade and overall responsibility level of the post and as changing circumstances may require.

PERSON SPECIFICATION		SUBJECT TEACHER	
All staff must make a positive contribution to: <ul style="list-style-type: none">the Catholic ethos of the College;the College Equality & Diversity Policy;the pursuit of excellence and the highest standards of quality in all aspects of College life;their own professional development, in accordance with the needs of the College.			
	Essential	Desirable	How Identified
Relevant experience	<ul style="list-style-type: none">Previous teaching experience – applications welcome from current PGCE studentsExperience of working and communicating with different groups of students	<ul style="list-style-type: none">Experience of teaching at both AS and A2 levelsExperience of Teaching BTEC Courses (where appropriate)	<ul style="list-style-type: none">Application formCVInterviewReferences
Qualifications / Education and Training	<ul style="list-style-type: none">Have a recognised degreeGood standard of educationA teaching qualification (PGCE or equivalent)		<ul style="list-style-type: none">Application formCV
Knowledge and Skills	<ul style="list-style-type: none">The ability to motivate and enthuse studentsEffective communication skillsGood organisational skills	<ul style="list-style-type: none">A working knowledge of the AQA / Edexcel / OCR / Eduqas / UAL Specifications (as appropriate to subject)	<ul style="list-style-type: none">Application formCVInterviewLesson observationReferences
Personal qualities	<ul style="list-style-type: none">Sympathy with and commitment to the Catholic ethos of the CollegeAn understanding of the social, moral, spiritual and cultural development needs of young peopleA manner that students would find approachableThe ability to work effectively as part of a teamSuitability to work with childrenAbility to form and maintain appropriate relationships and personal boundaries with young peopleEmotional resilience in working with challenging behavioursGood record of attendance and punctuality		<ul style="list-style-type: none">InterviewReferences

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