****

**Vacancy: Head of Department - Business**

**Salary:**  Points 1 to 9 of the sixth form colleges teacher pay scale, currently £32,178.00 to £49,725 per annum FTE.

 The Head of Department allowance is currently £9,549.28 per annum, based on student numbers and reviewed every two years based on the student numbers for the last three years. The next review will be in January 2026, for implementation in September 2026.

 Total salary £41,727.28 to £59,274.28 per annum.

**FTE:** Full-time

**Pension:** Teachers’ Pension Fund, plus Death in Service Grant of 3 x your annual salary.

**Contract type:** Permanent.

**Other benefits:**

* Access to Kirklees Employee Healthcare (e.g. private counselling, physio, etc).
	+ - * Eye test vouchers.
			* Flu vaccination vouchers.
			* Cycle to work scheme.
			* Health and wellbeing events throughout the year, including dedicated staff wellbeing day.
			* Enhanced maternity and paternity pay.
			* Personal and professional development opportunities.

**Reports to:** Assistant Principal – Quality of Education

**Closing date:** 04 May 2025

**Interview date:** w/c07 May 2025

**Start date:** 26 August 2025

On behalf of Greenhead College, thank you for your interest in the post of Head of Department - Business. We are pleased that you are considering Greenhead College as the next stage in your career and we hope, subject to matching our criteria, you will apply.

Greenhead College is located on an attractive campus close to Huddersfield town centre, adjacent to the picturesque Greenhead Park. We are a short drive from the M62 and within walking distance of the train and bus station. Therefore, the College is an easy commute from much of the Northwest and Yorkshire.

Approximately 2750 students attend the College studying predominantly A Level courses across 35 subjects, and the College has ambition to grow to at least 2800 students by 2025-26. The academic structure of the College is based on Heads of Curriculum who are subject specialists. The College also maintains a unique tutorial system, with all Personal Tutors being fully qualified teachers, highly experienced in pastoral care, careers guidance and trained in Mental Health First Aid. Students are also offered numerous extra-curricular enrichment activities and a comprehensive programme of projects and work placement opportunities as part of our ‘Step Into Your Future’ scheme.

In March 2025, OFSTED once again graded the College as ‘Outstanding’ and as making a strong contribution to skills needs, with no areas of weakness identified. In July 2024 the College secured the Further Education Mental Health Gold Award, due to the level of support it provides to both students and staff. Both the Ofsted outcome and the Mental Health award recognise the resilience, ambition and success of our students, and the hard work and support provide by all staff, irrespective of their role.

The College is a great place to work, with a warm, inclusive atmosphere existing between students and staff. Our staff are recognised for their hard work and are encouraged to inspire each another, and to develop and grow. We are proud to have a strong and able College Leadership Team, and a highly experienced Board, who work collaboratively to deliver the College’s purpose and principles, and strategic objectives.

The Business Department at Greenhead College is a large and highly successful department. The successful applicant will lead on the teaching, learning and assessment of the Edexcel Business specification, manage a team of five highly experienced Teachers and teach up to four groups towards A Level examinations in Business. We are seeking a Head of Department who is highly committed to quality teaching, a well organised administrator and a strong leader and motivator. The full list of criteria required for this role can be found within the person specification. Please indicate how you meet this criteria when completing your application.

Applicants should complete and submit the following documents:

* Greenhead College or TES application form;
* A supporting letter of application indicating how you meet the criteria within the job description and person specification;
* Equality and Diversity form.

All applications should be submitted to Jen Rothery, HR and Recruitment Manager, via email address jobs@greenhead.ac.uk

If you apply and are unsuccessful in being called to interview, can we thank you in advance for your time and trouble in making this application. Due to time constraints it would be impossible to respond to everyone individually - we hope that you will understand.

Greenhead College is committed to safeguarding the welfare of all of its students and staff. The successful candidate will have to meet the requirements of the person specification in order to be offered the post and will be subject to safer recruitment checks, including an enhanced DBS check and satisfactory references. This position is working in regulated activity and therefore exempt from the Rehabilitation of Offenders Act 1974. Applicants will be required to self-disclose particular criminal convictions should they be shortlisted for interview. Further details can be found within the DBS filtering guide at <https://www.gov.uk/government/publications/dbs-filtering-guidance>

Greenhead College is committed to Diversity and Inclusion and welcomes applications from all sections of the community.