**Eaton Square: Job Description for Teacher of Economics**

**The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

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| **Role** | **Teacher of Economics (2 mornings per week)** |
| **Accountable to:** | Director of Studies  |
| **Accountabilities****(in addition to those required of a qualified teacher)** | 1. **Teaching and learning**
* Teaching OCR GCSE Economics (two hours per week to Year 10 pupils and 2-3 hours per week for Year 11 pupils over two mornings). Opportunity to teach A level from September 2020 if desired
* Planning and preparing relevant material and activities to teach the classes allocated, according to academic policies
* Setting and marking pupils work regularly and appropriately in line with School policy; recording marks, monitoring progress and writing reports as required
* Attend staff meetings where possible
* Attend parents evenings where possible
* Record keeping, assessment and analysis in line with School policy
* Preparing pupil reports in line with School policy
* Meeting whole school deadlines
* Applying School policy with regards to behaviour, engagement in class, anti-bullying and other essential School policies
1. **Pastoral**
* Sharing in the pastoral responsibility for all pupils in the School and especially for those in the teacher’s tutor, house or teaching group, liaising where appropriate with Tutors, Heads of Year and the Senior Management Team.
* Maintaining good order and discipline among pupils, safeguarding their welfare, health and safety at all times when they are the responsibility of the School. Being familiar with the School and Departmental policies on child protection, discipline and health and safety
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| **Review and Amendment** | This job description should be seen as enabling rather than restrictive and will be subject to regular review.  |

**Person Specification**

**Skills Required**

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| Decision making skills: the ability to solve problems and make decisions | Essential |
| Teamwork: the ability to work collaboratively with others | Essential |
| Communication skills: the ability to make points clearly and understand the views of others | Essential |
| Self-management skills: the ability to plan time effectively and organise oneself well. Strong analytical mind. | Essential |

**Knowledge Base**

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| Excellent professional knowledge and understanding  | Essential |
| Excellent subject knowledge | Essential |
| Understanding of national and examination curricular requirements of the subject.  | Essential |
| Up to date with professional developments in the subject and other aspects of education  | Essential |

**Qualification/Attainment**

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| Qualified teacher status and/or PGCE |  | Desirable |
| Good honours degree  | First or upper second desirable | Essential |
| Experience of teaching  | Desirable |

**Attitude/approach**

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| Ability to enthuse children and adults | Essential |
| Possess a positive attitude and approach to change and development | Essential |
| Enjoy rising to the challenges inherent in a school environment  | Essential |
| Lifelong learner | Essential |
| Willingness to be a part of the co-curricular life of the School both within and beyond the subject taught | Desirable |