Wootton Upper School
WOOTTON ACADEMY TRUST
Kimberley College

Wootton Academy Trust
Job Description
Teacher of Business Studies

Wootton Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.	
Job Purpose:	To be responsible for the safety of students in your care and the standards and progress achieved by students in your classes
Job Title:	Teacher of Business Studies
Department:	Business, Economics and Finance
Location:	Wootton Academy Trust / Kimberley College
Reporting Line:	Head of Business, Economics and Finance
Hours:	Full Time
Line management responsibility for:	N/A
Principal Accountabilities/ Responsibilities	Under the direction of the Head of Department You are responsible for ensuring the safety and well-being of students in your care and any other Wootton Academy Trust student who approaches you to ask for help. To act as a member of a Department Team in: • developing appropriate specifications, materials and schemes of learning. • contributing to an effective working and learning environment. • supporting other members teaching within the department. To teach classes, small groups or individuals as designated by the Executive Principal: • to plan appropriate lessons for each class. • to take responsibility for the well-being and progress of students within the learning environment. • to make regular assessments of students' work. • to ensure that students' assessments are kept securely. To be involved in the setting, administration and marking of assessments. Where appropriate to be involved in the setting, administration and marking of coursework.

	To give oral and written reports on students for the use of colleagues and to provide information on the progress of students for third parties in a timely manner. To contribute to the development and implementation of policy and practice, in accordance with the priorities outlined in the Trust's Improvement Plan. To undertake such professional duties, including contractual duties, as are outlined in the Trust's annual summary/programme of 'directed time'. To ensure all students are able to make expected progress - or better - in each class you teach. To promote healthy lifestyles to students (including physical, mental and emotional). To be responsible for ensuring the behavior of students is at least good, inside and outside of the classroom. To maintain the positive learning environments provided by the Trust for our students. To ensure that educational visits are undertaken according to good practice and in line with Trust policy. To use appropriate systems to analyze, review student data to inform both planning and teaching. To act as a Form Tutor, if required to do so and to carry out related duties in accordance with the general job description of a Form Tutor. To meet the Teachers' Standards as appropriate to your post and level of experience. To be responsible for promoting and safeguarding the welfare of children and for raising any concerns in line with Trust procedures. To complete all statutory training. To be responsible for promoting British values, including tolerance and for challenging any extremist views expressed by visitors, students or anybody else on the Wootton Academy Trust's sites and away from the sites on school trips and visits. To maintain confidentiality at all times in respect of school related matters and to prevent disclosure of confidential and sensitive information. To be responsible for following health and safety requirements in line with Trust policy and procedures. To undertake further training as required for your areas of responsibility. To undertake any other duties of a similar level and responsibility as may be required The above will be reviewed in the light of the current review of School Teachers' Pay and Conditions of Service.

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Person Specification		
	Essential Criteria	**Desirable Criteria**
Qualifications	Qualified Teacher Status Graduate in Business Studies, or a closely related subject area	
Experience	An outstanding Business Teacher with teaching experience across key stages as well as BTEC Firsts and Nationals.	Experience of teaching Economics, LIBF Financial Studies (level 3). Experience of teaching at KS3.
Knowledge & Skills	Excellent subject knowledge. Understanding of national curriculum requirements and public examination specifications. Ability to contribute to the further development of Schemes of Learning. Strong ICT skills with a clear understanding of the potential for ICT to support teaching and learning. The ability to work collaboratively with others as part of a team. Excellent interpersonal, communication and behaviour for learning skills. Organised with effective planning and time management skills.	Knowledge of AQA A-Level Business
Personal competencies and qualities	Possess personal warmth and be able to gain the confidence of students and parents, demonstrating the ability to create a positive rapport with students and a safe environment within which the student can flourish; Possess a positive attitude and approach to change and development.	Willingness to be involved with whole school enterprise initiatives and YE activities. Willingness to develop links with local businesses.

	Flexible to meet the needs of Wootton Academy Trust. Commitment to continuous professional development.	