

**PERSON SPECIFICATION  
TEACHERS OF BUSINESS STUDIES / LAW / ECONOMICS / CRIMINOLOGY**

ATTRIBUTES	CRITERIA	Essential /Desirable	ASSESSMENT METHOD(S)
<b>RELEVANT EXPERIENCE</b>	• Previous experience of delivering Advanced Level Business Studies/Law courses/Economics/Criminology	D	A, R
	• Previous experience of Level 2 Business Studies/ Law courses (e.g. GCSE Business Studies, Level 1 and 2)	D	A, R
	• Evidence of good and outstanding teaching outcomes	E	A, R
<b>EDUCATION AND TRAINING</b>	• Minimum of Level 2 qualification in numeracy e.g. GCSE Maths at A*-C, or able to demonstrate equivalent level of ability.	E	C
	• Recognised teaching qualification (e.g. PGCE, Cert Ed)	D	C
	• Honours degree, or equivalent, in a Business Studies/Law/Economics/Criminology or related discipline	E	C
	• Successful teacher placement in any of the mentioned departments (if a new teacher)	D	A, R
<b>SPECIAL KNOWLEDGE AND SKILLS</b>	• A high interest in, and enthusiasm for any of the mentioned subjects	E	A, T, I
	• Knowledge or experience of Business Studies/Law/Economics/Criminology within other contexts such as “world of work,” research and development, real-life applications etc.	E	A, T, I
	• Ability to employ a range of teaching, learning and assessment styles to suit individual student needs	E	A, T, I
	• A good knowledge of best practice in teaching, learning and assessment.	D	A, T, I
	• Good knowledge of tracking student achievement and designing appropriate support strategies in place	E	A, T, I
	• Strong interpersonal, communication and team skills	E	A, T, I
	• The ability to develop good working relationships with students and colleagues at any level	E	A, T, I
	• Excellent organisational and administrative abilities, including time-management skills.	E	A, T, I
	• Ability to work flexibly and creatively within the job and when new challenges and opportunities arise.	E	A, T, I
<b>ADDITIONAL FACTORS</b>	• Commitment to equality and diversity initiatives, anti-discriminatory practice, CSE initiatives and the prevent agenda	E	A, O, R
	• Suitability to work with children and young adults	E	A, O, R

Assessment Methods: I Formal or informal interview, A Application Form and supporting documents, R References, T Teaching task or other tasks related to the selection process, C Evidence of qualifications or prior performance e.g. copies of certificates or results, O other (e.g. DBS check).

## PERSON SPECIFICATION – Teachers of Business Studies/Law/Economics/Criminology

The Person Specification details the principal skills and personal attributes the post holder must possess and actively demonstrate in order to effectively fulfil the role. The criteria are ranked as 'essential' and 'desirable' and your application form should demonstrate how you meet each individual criterion and possess the key skills relevant to the job.

The ranking of criteria on the employee specification can be explained as follows:

- Essential**        The successful candidate must meet the essential criteria in full on the first day of commencing in post, in order to be able to effectively fulfil the role to which he/she has been appointed.
- Desirable**        The post holder needs to meet the desirable criteria to fulfil the role on a longer-term, permanent basis. The successful candidate would be expected to develop his/her skills and knowledge within an agreed timescale (usually within six to twelve months of his/her start date) to meet the desirable criteria in full, if they are unable to demonstrate they meet these criteria at short-listing and interview stage.

Criteria will be measured through a number of methods, the key to which is as follows:

- A**        =        **Application**  
**I**        =        **Interview**  
**T**        =        **Test**  
**C**        =        **Certificates**  
**R**        =        **References**  
**DBS**    =        **Disclosure & Barring Service**

These letters are used in the 'assessment method(s)' column on the employee specification to identify to you the combination of methods we will use to assess you against the requirements of the position for which you are applying. In the first instance your application form will be used to determine the extent to which you meet the criteria for the role and will inform our short-listing decisions.

Where criteria are to be identified through the interview and/or test(s), these may involve scenario-based or hypothetical questions and a combination of written exercises, literacy and/or numeracy assessments, presentations, and any other practical assessments relevant to the role.

Assessment Methods: I Formal or informal interview, A Application Form and supporting documents, R References, T Teaching task or other tasks related to the selection process, C Evidence of qualifications or prior performance e.g. copies of certificates or results, O other (e.g. DBS check).