



ECONOMICS TEACHER JOB DESCRIPTION

Job Title :	Economics Teacher
Line Manager:	Head of Faculty

Purpose of Job

Subject teachers are responsible for maximising the academic progress of the students they teach, working with colleagues to participate fully in the development of the department. Subject teachers promote a positive, purposeful and professional working atmosphere that encourages cooperation and challenge, whilst valuing the contribution that individuals make to the success of the department.

Duties and Responsibilities

Overall Responsibilities

- Encourage high standards in all aspects of school life, particularly in student progress
- Contribute to the effective and efficient running of the school
- Promote a school culture which is positive, purposeful and professional
- Support and motivate students, teachers and other school employees
- Encourage consultation, review and improvement

Teaching and Learning Responsibilities

- Plan and prepare well-structured, clearly presented lessons appropriate to the abilities of all students and the syllabus being taught
- Make sure that the classroom is a stimulating environment that facilitates learning
- Generate enthusiasm for the subject being taught and inspire all students to work to their potential
- Liaise with the Head of Department and Learning Support where a student may have special educational needs and with the form tutor and Head of House if a student is experiencing pastoral difficulties
- Promote high standards of behaviour by encouraging a positive, proactive approach to study and build productive relationships with students
- Set homework according to policy and pertinent to the student's ability and wider workload
- Promote high standards of organisation
- Be punctual to lessons
- Promote high standards in the use of English as the common language and help develop English for Academic Progress
- Provide high-quality, accurate, constructive and targeted information to parents at Parents' Evenings, in subject reports, incidental meetings and communications
- Assess, record and monitor the progress of all students according to faculty guidelines in order to provide accurate information to parents in a variety of forms, as and when necessary
- Maintain materials and resources as needed



Responsibilities to the Department and School

- Be respectful of the needs of colleagues and the department with regards to cooperation, collegiality, deadlines and team cohesion
- Participate positively in departmental meetings, follow policies and generally contributing to the effective and efficient running of the department
- Promote professional dialogue, share ideas about teaching and learning and support other teachers in developing good practice and new approaches and initiatives
- Take part in, and contribute to, INSET activities offered in the department and by the school
- Enthusiastically contribute to cross-curricular links and initiatives, and Leadership in Action activities
- Be involved in new responsibilities within the department as part of an ongoing process of professional development
- Keep up to date with developments in the subject, and in education generally

Other Responsibilities

- Undertake other reasonable duties as requested by the Head of Department, Head of Faculty or members of the Senior Leadership Team and any duties that the Head Master deems necessary for the effective operation of the school

Requirements

- Appropriate degree, with UK PGCE, or other teaching qualification giving QTS
- Minimum three years' teaching experience
- Familiarity with the National Curriculum of England (Plus IGCSE/GCSE and/or A Levels as appropriate)
- Passion for teaching and commitment to educating the whole child
- A high level of professionalism and consideration of the well-being of children
- Recent and consistent involvement in extracurricular activities
- Respect for all members of a school community, irrespective of position, gender, age and ethnic background
- Previous experience working with students for whom English is not their first language
- A positive and solution-focused attitude to working life
- Acceptable police checks (or equivalent) from the country of origin and from all other countries in which the applicant has worked and no question regarding suitability to work with children
- Appropriate references from current and previous employer, corroborated by personal phone calls made to each referee

Education is an ever-changing service and all staff are expected to participate constructively in schools activities and to adopt a flexible approach to their work. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The post holder will be expected to comply with any reasonable request from the line manager to undertake work of a similar level that is not specified in this job description. This job description may be amended at any time following discussion between the line manager and member of staff, and will be reviewed annually during the appraisal process, and will be varied in the light of the business needs of the school.

*Harrow International School Bangkok is committed to the safety and protection of children.
All employees are expected to comply with our School Child Protection and Safeguarding Policy.*



TEACHER OF ECONOMICS

Economics and Business Studies Department

The Economics and Business Studies Department is part of the Social Sciences Faculty at Harrow International School Bangkok, which also includes Psychology and Media Studies. We currently have five full-time Economics and Business Studies teachers and one part-time teacher.

Courses and examination boards

We currently offer the following courses within the Economics and Business Studies Department:

- IGCSE Economics (CIE)
- IGCSE Business Studies (CIE)
- A Level Economics (CIE)
- International A Level Business (Edexcel)

Both Economics and Business Studies are popular choices at IGCSE with the majority of Year 10 and 11 students opting for either one or the other. At A Level, a high proportion of Sixth Form students study either Economics or Business Studies. Academic results in Economics at IGCSE and A Level are strong with over 60% of students achieving an A or A* grade at IGCSE and A Level in most years.

Desirable skills and attributes for teachers

- A willingness to teach IGCSE and A Level Business Studies, if required
- An awareness of the needs of EAL learners as the majority of our students are non-native English speakers. A knowledge of the strategies used to support and scaffold students' language development is beneficial, particularly in terms of writing structured essay responses.
- The ability to extend able students beyond the A Level syllabus, such as through the recommendation of extension reading materials
- The ability to write academic references and letters of recommendation for Sixth Form students as part of their university application process as a significant portion of our students go on to study Economics and business-related degree courses at the world's top universities each year
- A willingness to support students with the writing of personal statements for admission into UK universities
- A willingness to help prepare students for the Oxbridge application process
- A willingness to take part in subject-related extracurricular after school activities, including the Junior Achievement Company Programme and/or the Economics Society
- A willingness to offer regular revision sessions for students outside of normal teaching hours (at lunchtimes and after school) in the lead up to examinations

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