

EXPLORE THE OPPORTUNITIES

## Role outline for the position of: **Teacher of Business**



**Tomorrow's role models, shaped today.**

## EXPLORE THE OPPORTUNITIES

### Welcome to the Malvern College Family of Schools

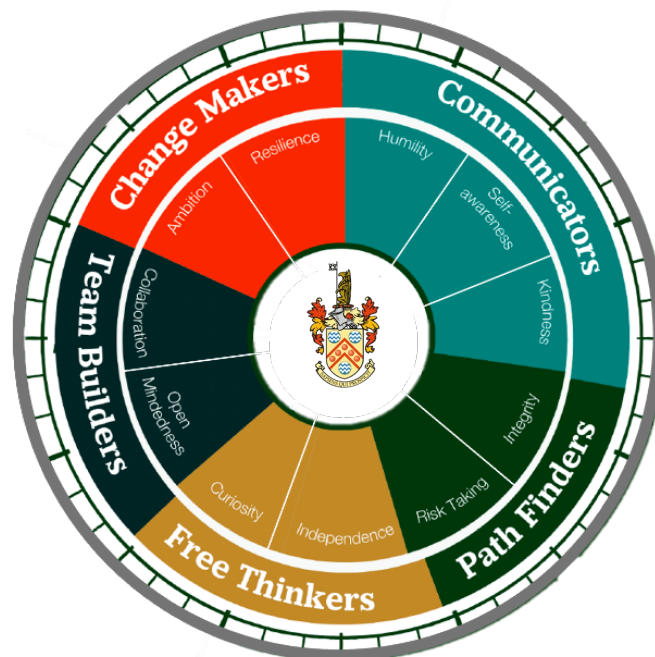
Established in 1865 in the scenic Malvern Hills, Malvern College is regarded as one of England's great independent schools for students aged 13 - 18. The College sits at the centre of a wider family of eight schools across four countries. A recent review described Malvern College as an '*academic titan with world class facilities and astounding co-curricular pursuits*'. Founded during Great Malvern town's spa era, the College has grown and transformed over the last 158 years, and the group now proudly serves a student body of over 820 in the UK and a further 3,600 overseas.

### Our Purpose

We instil and nurture within our pupils emotional and cultural intelligence; to develop core skills, qualities and intellectual curiosity; and to facilitate the attainment of the qualifications our pupils need, so that they become happy, balanced and successful individuals who achieve personal fulfilment, determined and able to make a positive contribution to the world.

### The Malvern Qualities

You will join a staff of c600 colleagues across our UK school sites, all of whom are committed to offering the best opportunities for our pupils. You will want to thrive on hard work and in being part of a supportive community, where we encourage good ideas, empower our colleagues and live and breathe our Malvern Qualities.



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### Career Development

We believe in developing our staff as well as our pupils. In addition to supporting professional development programmes for teachers through both internal and external

training, the Malvern Pathways leadership and management programmes provide high quality training for staff across the Malvern Family of Schools. We support staff to become trainers or instructors in areas of particular interest, such as coaching and mental health youth first aid, Outdoor Pursuits or the Cadet Force.

1

Family

4

Countries

8

Schools

4,600

Pupils

1,700

Staff

1

Society

For staff keen to progress further and make the most of the partnership that the family of schools provides, there are opportunities to apply for short term professional development exchanges and to train as a Quality Assurance inspector. Given the holistic nature and breadth of Malvern College's educational reach, as well as the wider family of schools, every year career progression opportunities become available and are advertised across the group. Indeed, in recent years a growing number of Malvern Family Senior Leaders have spent time working in one or more of the other Malvern schools.

# Teacher of Business

### Shaping tomorrow's role models. **The successful applicant:**

You will hold a degree in Business, or a closely related subject and will want to role model your enthusiasm and passion for your subject to our pupils. You will be confident in your subject knowledge to prepare pupils for A Level and International Baccalaureate examinations.

You will also want to impact positively on pupil achievement and development by living and breathing our Malvern Qualities and contribute outside the classroom in both the pastoral and co-curricular spheres of our pupils' education and our desire to develop the 'whole child'.

### Working alongside role models. **The department:**

The Business Department comprises five specialist teachers with a wealth of experience in delivering a high-quality programme of learning to our growing department of over 130 pupils. For the current academic year, the department has experienced a 30%+ growth in student numbers and is expecting further growth for the 2025/26 academic year in both IB and A Level programs.

### Teaching role models. **The curriculum:**

Pupils may opt to study either an A Level in Business or the IB Diploma in Business Management. In A Level, we follow the Pearson Edexcel syllabus and pupils are assessed at the end of a two-year program through external examinations. For IB, pupils either study Business Management at Standard Level or Higher Level, and are assessed through a combination of examinations, a subject-specific 1,800 internal assessment research essay, and a 4,000-word academic essay. The department is fully resourced across both programs. A Level sets receive 12 lessons of teaching a fortnight, and IB students receive 10 lessons of teaching a fortnight. In September 2025, there will be seven sets in both the Lower and Upper Sixth year groups (4x IB and 3x A Level sets per year group).

### Being a role model. **Our colleagues:**

Our teachers actively support the ethos of the College and provide our pupils with high-quality teaching and a vibrant, stimulating learning environment. They work hard to maintain the high profile of their department throughout the College and help drive the further development of their specialism as a curriculum subject and as part of a wider collaborative super-curriculum.

We value independent learning and empower our pupils to develop this skill. We also encourage our colleagues to grow and develop through their own CPD and to cascade this through the department and wider staff body.

Teachers contribute fully to the life of the school through, in addition to teaching, participating in supervisory and co-curricular duties, including fulfilling a commitment to the sporting, pastoral and boarding life of the school. We have high expectations of our colleagues and want to see evidence of success year on year not only through exam results but also through the additional value they can add to our pupils' lives at Malvern.

# Teacher of Business

## Key academic requirements of the role

- To provide Sixth Form pupils with high-quality teaching of Business and Business Management.
- To help maintain the high profile of Business in the College and to help drive the development of the subject within the wider school community.
- Responsibility for the learning, progress, and achievement of all pupils and adapting teaching to meet the needs of all students ensuring that all pupils have equal access to an excellent education.
- Encouraging independent learning in all pupils where appropriate.
- Forging strong and productive pupil relationships rooted in mutual respect, professionalism, and dignity for all.
- Ensuring equality of opportunity of learning for all students through adaptive teaching practice and pedagogy.
- To be involved with any other aspects of school life associated with the Business department, for instance the Meade Business and Economics Society, providing meaningful and enjoyable opportunities for pupils to develop their engagement with the subject beyond the standard academic timetable.
- Hosting a once-a-week after-school Business clinic to provide further support to students that need additional guidance and support with Business.
- To follow agreed policies on such matters as reports, marking, and assessment.
- To be a fully integrated member of the department team providing support (e.g., emergency cover) if required, attending department meetings, and sharing best practice.
- To encourage and support the use of ICT within the Business Department and championing this amongst our pupils.
- To support pupil development as a Lower School or Sixth Form Tutor and as a House Tutor.
- To participate in CPD to enhance and maintain knowledge and understanding of the subject and curriculum and cascade any CPD learning to the department.

## Key non-academic requirements of the role

- To contribute fully to the life of the school through, in addition to teaching, participating in the normal supervisory and co-curricular duties undertaken by all members of staff, including fulfilling a commitment to the sporting, pastoral and boarding life of the school.
- Acting as a role model for setting and maintaining high expectations of all students, embodying the Malvern Qualities in professional conduct and approach.
- Accompanying pupils on planned academic school trips (subject to availability) with other members from the department.

## Limits of responsibility

- To report to the Head of Business and ultimately responsible to the Headmaster.
- To adhere to school and departmental policies.
- To undertake a pastoral role, including that of either a Lower School or Sixth Form Tutor following school policy, reporting to the Deputy Head: Pastoral and Housemaster/mistress.

## Teacher of Business

### Person Specification:

We want you to enjoy working at Malvern College. If you are willing to be a role model and pathfinder and live out the Malvern Qualities, then you may be the sort of person that will thrive here. In addition, you will:

Essential & Desirable Qualities	Malvern Qualities
<b>Education and Qualifications</b> <b>ESSENTIAL:</b> <ul style="list-style-type: none"> <li>◆ Good honours degree in Business or a closely related subject</li> <li>◆ An appreciation of the aims of independent education</li> </ul> <b>HIGHLY DESIRABLE:</b> <ul style="list-style-type: none"> <li>◆ PGCE or similar</li> <li>◆ Experience of teaching A Level and IB (IB an advantage)</li> </ul>	<b>Free thinkers</b> <ul style="list-style-type: none"> <li>◆ Independence</li> <li>◆ Curiosity</li> <li>◆ Ambition</li> </ul>
<b>Experience, Knowledge and Understanding</b> <b>ESSENTIAL:</b> <ul style="list-style-type: none"> <li>◆ Highly effective classroom teaching with up-to date knowledge and understanding of a range of teaching and learning strategies and their use to deliver the curriculum</li> <li>◆ Demonstrable, through role modelling, experience of promoting high standards of both achievement and behaviour</li> <li>◆ Open-minded approach to using new technology within the classroom to facilitate teaching and learning</li> <li>◆ Willingness to participate in the wider pastoral life of the College</li> <li>◆ A curious and willing approach to co-curricular activities and attendance at meetings and College events</li> <li>◆ A collaborative approach to putting students first</li> <li>◆ Willingness to engage, empower and build trust and effective relationships with colleagues and pupils, working within school policies as appropriate</li> </ul> <b>DESIRABLE:</b> <ul style="list-style-type: none"> <li>◆ Previous experience working in an independent school</li> </ul>	<b>Path finders</b> <ul style="list-style-type: none"> <li>◆ Self-Awareness</li> <li>◆ Resilience</li> <li>◆ Ambition</li> </ul>

# Teacher of Business

## Person Specification:

Essential & Desirable Qualities	Malvern Qualities
<p>Role Related and Personal Skills</p> <p><b>ESSENTIAL:</b></p> <ul style="list-style-type: none"> <li>◆ Ability to inspire, empower and motivate students to be risk takers so that they engage with new initiatives</li> <li>◆ Excellent communication skills, both orally and in writing</li> <li>◆ Demonstrable ability to organise and schedule events, activities and resources</li> <li>◆ Ability to multitask, prioritise and to work flexibly to tight deadlines</li> <li>◆ Willingness to contribute to personal, colleague and departmental development</li> <li>◆ Committed to the safeguarding of children</li> </ul>	<p>Communicators</p> <ul style="list-style-type: none"> <li>◆ Risk-taking</li> <li>◆ Resilience</li> <li>◆ Curiosity</li> <li>◆ Independence</li> <li>◆ Collaboration</li> </ul>
<p>General</p> <ul style="list-style-type: none"> <li>◆ A willingness to fully immerse yourself in life at Malvern College for the good of our pupils</li> <li>◆ Have a flexible approach to working hours and duties</li> <li>◆ A positive 'can do' approach to tasks</li> </ul>	<p>Team builders</p> <ul style="list-style-type: none"> <li>◆ Kindness</li> <li>◆ Collaboration</li> <li>◆ Humility</li> </ul>

## Teacher of Business

### Safeguarding Responsibilities

- ◆ Promoting and safeguarding the welfare of children and young persons with whom you come into contact; and
- ◆ Reporting any safeguarding concerns, including low level concerns, to the Designated Safeguarding Lead or their Deputy in a timely manner.
- ◆ This post involves contact with children and the post holder will be responsible for children. The post holder will be considered to be in regulated activity.

### Application Process

Applicants may contact the Head of Business, Mr Michael Tucker to discuss the post if they wish. Mr Tucker can be contacted by email: [michael.tucker@malverncollege.org.uk](mailto:michael.tucker@malverncollege.org.uk).

Applications consisting of an online application form including a supporting statement should be submitted via the TES website.

If you have a query regarding the application process, please contact the Human Resources team either via email [humanresources@malverncollege.org.uk](mailto:humanresources@malverncollege.org.uk) or by phone 01684 581647.

### The selection process will involve:

- ◆ An observed lesson
- ◆ An interview with the Head of Department and one of the Academic leadership team
- ◆ An interview with the Headmaster and/or Senior Deputy Head
- ◆ An interview with Deputy Head: Pastoral and/or one of the Pastoral leadership team
- ◆ Time meeting the department
- ◆ Bring original ID with you to prove your right to work in the UK and your qualifications

It should be noted that the above list of duties and responsibilities is not necessarily a complete statement of the duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.



# Teacher of Business

## General Requirements

In accordance with the provisions of the Health and Safety at Work Act 1974 (as amended) and the Management of Health and Safety at Work Regulations 1999 (as amended) you must take reasonable care not to endanger yourself or other persons whilst at work. You must comply with Malvern College's legal duties for Health and Safety.

Malvern College is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 (as amended) and Keeping Children Safe in Education (as amended) and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements. All employees must attend appropriate training in accordance with College and local Safeguarding Board stipulations.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are 'spent' unless they are 'protected' under the DBS filtering rules) in order to assess their suitability to work with children.

Malvern College exists to provide a quality all round education for pupils aged 13 – 18 and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Candidates must be prepared to undergo child protection screening and an Enhanced DBS check.

You will be required to provide proof of your identity, right to work in the UK and qualifications during the selection process. We will seek references on short-listed candidates that will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications before interview. An online search will also be carried out as part of due diligence on all short-listed candidates.

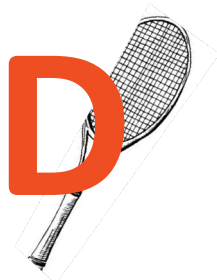
# Discover the benefits.

This is a full-time teaching post, which includes lessons on Saturday mornings and support of sports fixtures on Saturday afternoons. You will also be required to work on some Sundays during the academic year.

- ◆ Membership of APTIS (Aviva Pension Trust for Independent Schools) with tiered employer contributions
- ◆ Subsidised Private Health Insurance.
- ◆ Opportunity to take on additional responsibilities for which there are additional allowances.
- ◆ Fee concessions for Malvern College and The Downs Malvern.
- ◆ Enhanced sick pay and maternity and paternity leave
- ◆ Discounted childcare at holiday day camps (held during holidays at The Downs Malvern).
- ◆ Free meals during periods of duty, including daily lunches in boarding houses with other staff and pupils.
- ◆ Discounted hot drinks in the College's new onsite cafe, The Grub.
- ◆ Generous membership terms (family and personal) for the College Sports Facility.
- ◆ Free on-site parking and access to the Malvern College Library
- ◆ Cycle-to-Work scheme.
- ◆ Flu vaccinations (subject to availability)
- ◆ Personal Accident Insurance cover
- ◆ We support colleagues that require some additional support through a local Counsellor
- ◆ On site accommodation may be available, depending on the role, but cannot be guaranteed



Amazing  
facilities



Discounted  
membership at  
Malvern Active



Generous school  
holidays



Opportunities to  
grow



Join a community  
of role models



MALVERN  
COLLEGE