

### Business Studies Teacher (Part time)

The Junior and Senior School is looking to hire an enthusiastic, hardworking individual for the position of **Business Studies Teacher (Part time)** for the Academic Year 2024-2025 onwards.

The Business Faculty is characterized by a strong sense of collaboration and enthusiasm for our subject areas and our pupils. We hope that our pupils will enjoy their work in all subjects within the Business Faculty and we strive to ensure that our curriculum offers a rich and diverse range of learning experiences. The faculty's main aim is "to achieve the highest possible standards for all our pupils". We work as a team, each working together, to build on our range of strengths and abilities. It is a sense of teamwork which enables us to face the challenges ahead with confidence and enthusiasm.

#### Duties and Responsibilities

The duties and responsibilities outlined in the detailed Job Description, are examples of a successful candidate. However, these are not to be construed as exclusive or all-inclusive.

#### Requirements

- KYSATS recognized university degree in Business studies
- Edexcel IGCSE and A-level curriculum experience
- Be able to communicate effectively within a team
- Be a positive, kind, and caring person
- Good behaviour and classroom management skills
- Excellent knowledge of the English language

#### Location

We are welcoming expressions of interest for our Senior School site.

#### Remuneration

A competitive remuneration package will be offered to the successful candidate, according to qualifications and experience.

#### Applications

All applications will be treated with the strictest confidentiality.

Interested applicants should complete our online application and send their CV and certificates quoting "**Business Studies 04.2024**" until the **23rd of April 2024**.

*The Junior and Senior School is committed to the safeguarding and protection of children and young people. Any offer of employment will be subject to satisfactory references and appropriate criminal records checks. Questions regarding safeguarding of children and young people will be asked during interview.*

## Job Description

**Position:** Business Studies Teacher

### Duties & Responsibilities

#### Learning and Teaching

- Planning and preparing stimulating, challenging, enjoyable learning opportunities which take into regard the curriculum of the school and the individual abilities of the pupils in the class
- Consistently teaching at a high level to ensure pupils' learning is challenging and progressing
- Whenever possible, giving immediate oral or written feedback to pupils about their learning so that they know how to improve
- Assessing, recording, and reporting on the development, progress, and attainment of pupils
- Checking on the academic progress of individual pupils on a regular basis
- Differentiating teaching materials so that tasks and expectations are appropriate and support and challenge pupils whatever their levels of ability
- Ensuring that all records and data collection are kept up to date and that information is passed onto Subject Leaders and the Head Teacher in a timely manner
- Communicating and consulting with the parents or carers of pupils about their child's progress in all areas
- Communicating and consulting with specialist teachers when required
- Communicating and co-operating with agencies outside the school as appropriate.
- Working as part of a team to plan collaborative schemes of work and learning plans for pupils in their particular year group

#### Discipline

- Providing guidance and advice to pupils on their social and emotional development
- Maintaining high standards of behaviour in all learning situations; being aware of the School's Behavioural Policy and procedures
- Maintaining a high standard of pupil behaviour in the playground and common areas, being alert and proactive and inform and liaise with class teachers when appropriate

#### Professional Development

- Reviewing on an ongoing basis, teaching methods and programmes of work
- Participating in arrangements for professional development which support the development of the whole School and the individual
- Participating in meetings at the school which relate to the curriculum, administration, or organisation

#### ***Non limiting clause***

*This job description is not intended to be a complete or limiting description of the tasks or responsibilities that the post holder may reasonably be requested to undertake. The job description may be changed to meet new demands or circumstances and following consultations between the post holder and the Headteacher/Principal.*