



May 2022

Dear Sir/Madam

**Head of Business Studies and Economics**

Thank you for enquiring about the above position.

The post is full-time, permanent and will commence in September 2022 (part-time may be considered for the right candidate). It involves teaching Business Studies and Economics at GCSE and A-Level.

There is a strong extra-curricular programme at Sir Thomas Rich's and the successful candidate will be expected to contribute. Please state in your application how you would wish to help in this important aspect of school life. It may be in the field of sport, drama, music or other interest you may have.

The post will include Form Tutor responsibilities. The Form Tutor is a key figure within School; he/she has primary responsibility for the pastoral and academic oversight and monitoring of the pupils in his/her Form.

We are seeking to appoint a person with excellent subject knowledge, enthusiasm and the capacity for hard work. If you wish to be considered, please submit a completed application form with a covering letter explaining your suitability for the role. A current CV would also be welcome.

The closing date for applications is 9.00 am on Monday 16 May 2022. Interviews for short-listed candidates will take place week commencing 23 May (day to be confirmed).

Thank you for your interest in this vacancy.

Yours faithfully

A handwritten signature in blue ink that reads 'M. S. Morgan'.

Matthew Morgan  
HEADMASTER

**Headmaster: Matthew Morgan BSc (Hons), MA, FRGS**

Oakleaze, Gloucester GL2 0LF info@strs.org.uk www.strschool.co.uk 01452 338400

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