



# **St Francis Xavier's College**

<b>Post Title:</b>	<b>Teacher of Business Studies and Economics</b>
<b>Salary:</b>	<b>M1 to M6 / UP1 to UP3</b>
<b>Reporting to:</b>	<b>Head of Department</b>
<b>Working Hours:</b>	<b>Permanent</b>
<b>CRB Disclosure Level:</b>	<b>Enhanced</b>
<b>General:</b>	<ul style="list-style-type: none"> <li>● To uphold the Mission Statement of the college in keeping with the Catholic ethos.</li> <li>● To always work effectively in keeping with the stated aims of the Mission Statement.</li> <li>● To promote Gospel values with pupils, staff, families and Governors.</li> <li>● To act at all times in the best interests of pupils and staff, by carrying out the Professional Responsibilities outlined in STPCD.</li> <li>● To assist the Headteacher and Governors in leading strategy and policy development so that staff and pupils are set and achieve rigorous, personal and measurable targets.</li> <li>● To contribute to raising standards of student attainment and achievement by using a variety of delivery methods which will stimulate learning appropriate to students' needs and which will meet the demands of the syllabus.</li> </ul>
<b>Role &amp; Responsibilities</b>	<p><b>Teaching</b></p> <ul style="list-style-type: none"> <li>● The post holder should be academically capable of teaching KS4 &amp; KS5 Business.</li> <li>● To motivate and inspire pupils to engage positively with their learning and complete the tasks set with confidence and with interest.</li> <li>● To deliver an appropriately broad, balanced, relevant and differentiated curriculum for students and to support designated curriculum areas as appropriate.</li> <li>● Plan and prepare lessons to ensure a high quality learning experience for students which meets internal and external quality standards.</li> <li>● To encourage a variety of learning experiences which provides all students the opportunity to achieve their individual potential.</li> <li>● To contribute to raising standards of student attainment and achievement.</li> <li>● Work productively with others including teaching assistants, SENCOs, Advanced Skills Teachers and Teaching &amp; Learning Managers to enhance pupil progression.</li> </ul>

	<ul style="list-style-type: none"> <li>● Maintain discipline in accordance with the school's procedures and encourage good practice with regard to punctuality, behaviour, standards of work and homework.</li> </ul>
<b>Pastoral System:</b>	<ul style="list-style-type: none"> <li>● The post holder to act as a Form Tutor and carry out duties associated with that role as outlined in the generic job description.</li> <li>● To implement the Behaviour Management system so that effective learning can take place.</li> </ul>
<b>General</b>	<ul style="list-style-type: none"> <li>● To analyse and evaluate performance data provided for your own classes.</li> <li>● To identify and take appropriate action on issues arising from data, systems and reports for individual pupils within their classes.</li> <li>● Undertake assessment of students as requested by external examination bodies, departmental and school procedures showing good understanding of the examination requirements used within the subject/s.</li> <li>● Assess, record and report on the attendance, progress, development and attainment of students and keep such records as required.</li> </ul>
<b>Additional other specific duties:</b>	<ul style="list-style-type: none"> <li>● The post holder is expected to demonstrate alignment to, and willingness to support the organisation's purpose, aims and commitment to its values and behaviour.</li> <li>● Selection criteria and procedures are regularly reviewed to ensure that individuals are treated on a basis of their relevant abilities. A copy of our equal opportunities policy is available on request.</li> <li>● This post is subject to employment checks and an enhanced Disclosure &amp; Barring Service (DBS) check.</li> <li>● To continue personal development as agreed.</li> </ul>

This job description should be seen as enabling rather than restrictive and will be subject to regular review. Specific responsibilities of a Teacher of Business Studies posts may change to meet the needs of the school at any time.

<b>Signed (post holder):</b>	<b>Signed (Headteacher):</b>
<b>Date:</b>	<b>Date:</b>

***'St Francis Xavier's College is committed to safeguarding and promoting the welfare of children and young people and expects all staff, governors' volunteers and visitors to share this commitment'***