

## Job Description: Head of Business and Economics

**Job Title:** Head of Business and Economics

**Reporting to:** Director of Studies

### Role Summary:

The Head of Business and Economics is a new and key position at Padworth, responsible for driving excellence in teaching, learning, and curriculum development within the department. This is an exciting time for Padworth as we look to develop our reputation for excellence in Business and Economics. We already have many links with local businesses including Henly Business School, and we want to grow those links so that students leave Padworth ready to thrive at university and beyond.

The successful candidate will inspire students and staff through innovative approaches to Business and Economics education, ensuring students develop critical thinking, practical skills, and a deep understanding of contemporary global issues in the subjects. This role includes oversight of the department's strategic direction, academic performance, and extracurricular opportunities, preparing students to thrive at university and beyond.

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### Key Responsibilities:

#### Leadership and Strategy:

- Develop and implement a dynamic, real-world-focused curriculum that engages students in critical thinking, practical application, and independent research.
- Lead the department in achieving and maintaining the highest standards of teaching and learning.
- Foster a culture of innovation, collaboration, and continuous professional development among department staff.

#### Teaching and Learning:

- Support teachers in delivering lessons that incorporate contemporary case studies and integrate real-world examples.
- Ensure teachers stay up to date with the latest developments in Business and Economics, bringing fresh insights into the classroom.
- Promote critical thinking, problem-solving, and the application of knowledge in unfamiliar contexts.
- Develop students' skills in independent research, enabling them to undertake projects culminating in presentations or extended essays.

#### Student Engagement and Enrichment:

- Encourage students to:
  - Analyse contemporary business case studies and interpret real economic data.

- Develop and pitch their own business plans, with opportunities to organise events or run small enterprises.
- Engage in debates and research projects on corporate social responsibility, sustainability, and ethical business practices.
- Participate in external competitions and initiatives, such as essay writing contests or business plan presentations.
- Organise regular sessions with local business professionals, entrepreneurs, and alumni to offer insights into industry trends and career paths.
- Facilitate debates and discussions on current economic events, enabling students to apply theoretical knowledge to real-world issues.

**Assessment and Support:**

- Oversee the department's assessment strategy, ensuring structured support for exams through workshops on essay writing, exam techniques, and university preparation.
- Monitor student progress implementing interventions where necessary to ensure all students achieve their full potential.

**Facilities and Resources:**

- Support the College to develop a 'Boardroom' classroom environment, featuring business-themed décor and spaces for collaborative work.
- Integrate digital tools into the curriculum to enhance learning experiences and provide opportunities for virtual business simulations.

**Other Responsibilities:**

- Manage the department's budget, ensuring effective allocation of resources to support curriculum and extracurricular activities.
- Contribute to whole-school initiatives and priorities
- Maintain strong links with external organizations, including universities, local businesses, and professional associations.
- All teachers at Padworth are expected to Tutor. This involves taking registration, regular meetings with tutees, and delivering a weekly Virtue lesson.
- Hours of work: The teaching load is up to 21 hours per week, the College day has 8x45 minute lessons per day. Timetabled teaching is from Monday to Friday. The College day is 08:30-16:45 Monday to Friday. In addition, teachers are expected to do one evening per fortnight until 20:15 supporting prep and 2 Sundays per term.

**Person Specification:****Qualifications and Experience:**

- Degree in Business, Economics, or a related subject.
- Qualified Teacher Status (QTS) or equivalent teaching qualification.
- Proven track record of delivering outstanding teaching and learning outcomes.

**Skills and Attributes:**

- Deep knowledge of Business and Economics, with the ability to inspire students and staff alike.
- Strong leadership and organisational skills, with the ability to manage multiple priorities effectively.
- Excellent communication and interpersonal skills, fostering positive relationships with students, staff, and stakeholders.
- Commitment to promoting inclusivity, diversity, and sustainability within the curriculum.
- Proficiency in digital tools and technologies relevant to Business and Economics education.

**Personal Qualities:**

- A visionary leader with the ability to innovate.
- A reflective practitioner who is committed to continuous improvement.
- A team player who values collaboration and mutual support.
- A role model for the school's core virtues.

*Padworth College, including Padworth Summer School implements safeguarding protocols in all aspects of our working practices and is committed to safeguarding and promoting the welfare of children and young people. All successful applicants will be required to undergo child protection screening, including checks with past employers and the Disclosure and Barring Service, this may include social media checks.*

January 2025