



# Blundell's

FOUNDED 1604

## WORKING AT BLUNDELL'S ADDITIONAL INFORMATION (TEACHING POSTS)

<b>Job Title:</b>	Head of Department; Economics
<b>Department:</b>	Economics
<b>Report to:</b>	Deputy Head Academic
<b>Date:</b>	March 2022

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### ROLE

We require an inspirational teacher of Economics with outstanding leadership skills to lead this thriving department. The successful candidate will be well-qualified and energetic, building on the strengths of the department to develop new and exciting initiatives. The ability to teach Business is desirable, but not essential.

The post will suit either an existing Head of Department or an ambitious senior school teacher looking to develop her/his career in this beautiful part of the country.

A commitment to full participation in the extra-curricular life of this thriving boarding school is expected and accommodation may be available.

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### THE ECONOMICS DEPARTMENT

The Economics and Business Department is staffed by four subject specialists. The subjects are only offered in the Sixth Form and we follow the Pearson Edexcel course for each. Currently over 90 pupils study the two subjects, making it the largest Sixth Form department in the School. The teaching team achieve impressive results year on year and we are especially proud of our value added scores.

In both subjects, the course is generally divided between two teachers. As subject specialists we take a highly collaborative approach, for example through joint preparation of resources and peer marking. We pride ourselves on a friendly, inclusive culture and have good experience of supporting apprentice teachers.

Technology is used extensively to support teaching, utilising Microsoft Surface Pros, One Note and Teams extensively to feed back to pupils and aid their development. Staff practise a coaching approach which is particularly favoured in Year 13 to empower pupils to progress.

Members of the department are encouraged to take opportunities to stretch and challenge the pupils through competitions, internal debates and enrichment lectures. The school's boarding ethos is invaluable in assisting with this. We strive to introduce pupils to the world outside the classroom where possible. Recent trips have been to visit the Mini car factory, Jaguar Land Rover and Mulberry. The department, with pupil involvement and responsibility, runs an active Business and Economics Society, through which the pupils develop their understanding of topical economic and business issues beyond the syllabus. We pride ourselves in making the subject relevant and real to the pupils.

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## TEACHING POLICY

### **Aims:**

To foster in pupils an enthusiasm for study, application of intellectual, physical or creative effort and the ability to think and learn for themselves;

To enable pupils to acquire new knowledge understanding and skills in the subjects taught;

To support and encourage pupil reflection about their academic progress and enable them to demonstrate achievement.

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## PERSON SPECIFICATION

### **Job Description**

#### **Curriculum**

- To be accountable to the Deputy Head (Academic).
- Attend the regular meetings of the HoDs committee and play a part in its work.
- Determine the aims and the objectives of the department and review them to ensure compatibility with those of the school.
- Produce and update suitable schemes of work.
- Monitor teaching, marking and learning within the department, in accordance with the school policy.
- Monitor and record the assessment and progress of the pupils with the aim of maximising their academic potential.
- Liaise with the EAL and Learning Support Departments as appropriate.

#### **Supervision of staff**

- Inspire your departmental team, drive forward the intellectual enthusiasm of both staff and pupils, and ensure the department is well represented at events such as the Year 11 Academic Fair, Open Days and Parents' Meetings.
- Be familiar with external academic developments (e.g. changes to the national educational framework) and their implications, and communicate these to the department.

- Promote academic enrichment within your department and in cross-curricular partnership where appropriate.
- Play a part in
  - The appointment, induction and training of new staff.
  - Disciplinary support.
  - INSET and professional development.
  - The appraisal system.
- Be responsible for the internal reporting by the department.

### **Organisation of the department.**

- Hold regular, minuted, departmental meetings.
- Maintain an up-to-date Departmental Handbook.
- Be responsible for producing an annual departmental development plan.
- Be responsible for finance and resource control.
- Deploy teachers – consistent with their strengths and weaknesses, bearing in mind career developments and needs of the school.
- Play a part in the allocation of pupils to sets/teaching groups.
- Organise teaching resources.
- Be responsible for the setting, assessment and publication of results of internal exams, including public exam result reporting to the Head.
- Be responsible for checking the accuracy of public examination entries.
- To maintain and refresh the department pages of the school website.
- Promote academic enrichment opportunities

### **Communication**

- With House Parents about individual pupils.
- With pupils' parents where appropriate.
- With the Deputy Head (Academic) for staffing, options, timetabling etc.
- With exam boards.
- With outside contacts (e.g. speakers, universities etc).

### **Blundell's School Teaching Policy**

#### **Teachers will:**

- Show a clear command of the subject areas which they teach;
- Organise teaching programmes which meet curricular demands and pupils' needs;
- Plan lessons carefully, making their aims and objectives clear to pupils;
- Have high expectations of all pupils, challenging their knowledge and understandings and encouraging and enabling them to meet their full potential;
- Stimulate and maintain pupils' interest by a range of methods and their own enthusiasm;
- Use data on pupils' baseline to inform their teaching;
- Use personalised teaching strategies where appropriate to meet the needs of pupils of different abilities, including the most able, pupils for whom English is not their first

language or those who have learning difficulties. Central lists of pupils and their particular learning requirements should be referred to;

- Set appropriate homework and assess and feedback to pupils on their work regularly and effectively, according to agreed standards and policies (see Marking and Assessment Policy)
  - Manage pupils well, to maintain good order and discipline within the classroom;
  - Develop good relationships with pupils through a balance of firmness and friendliness;
  - Insist on punctuality in attending lessons and set a good example themselves;
  - Provide a teaching environment which is bright, orderly and interesting. Classroom decoration should be updated frequently and there should be regular displays of pupils' work;
  - Provide fair, full and accurate feedback to pupils, parents, tutors and Houseparents via the reporting systems, as well as more regular communication where appropriate for individuals;
  - Contribute to the regular progress meetings which are an important forum for sharing feedback on pupils' progress and agreeing strategies to enhance their performance;
  - Be ready to ask for advice and to share difficulties in teaching with other colleagues;
  - Take opportunities to observe other colleagues and share good practice in teaching
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Please sign to acknowledge receipt of job description.

Signature: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Date: \_\_\_ / \_\_\_ / \_\_\_