

### Job Description

<b>Job Title:</b>	Subject Teacher – Business and Economics
<b>Department:</b>	Business and Economics
<b>Accountable to:</b>	Head of Department and Faculty Chair
<b>Number of direct reports:</b>	None
<b>Budgetary responsibility:</b>	N/A
<b>Location:</b>	Stowe School
<b>Purpose of the role:</b>	To support the Head of Department in the delivery of the highest standards of pupil learning and teaching, and of achievement. This post is primarily to teach Business while some teaching of Economics will be required.

#### The Stowe Group

The Stowe Group of schools (Stowe, Ashfold, Swanbourne House and Winchester House) is situated on four separate sites in Buckinghamshire and Northamptonshire and educates children from 3-18 years. Within The Stowe Group there are more than 1,800 pupils and 800 members of staff. The schools occupy sites of historical significance in Swanbourne, Dorton, Brackley and the world-famous landscape gardens at Stowe, where we work with The National Trust to manage 880 acres and open the grounds to over 200,000 visitors a year. Stowe House is open to the public during the School holidays and for guided tours during term time. The Stowe Group is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. In 2021, The Stowe Group launched its transformational Change Makers vision and Change 100 programme.

#### Vision & Ethos

We are Change Makers

Stowe stands in the most sublime setting of any school in the world. Historic buildings, landscaped gardens and the very spirit of the Enlightenment sit at the heart of its founding. But, as this remarkable landmark enters its second century as a leading public school, we believe that beauty and tradition are not enough: our future vision for the School embraces change, uncertainty and the challenges that will face our pupils not just during their academic careers, but throughout the rest of their lives in a world which is increasingly complex and ambiguous. Within that volatile environment we see our pupils and staff as Change Makers. They will make a lasting impact not only while they are here at Stowe, but, perhaps more importantly, in the wider world. The history of this place, both as a stately home and as a pioneering school remains important to our mission of education, and at the heart of a Stowe education remains intellectual enquiry, academic curiosity and a love of learning. We strive for a balance of rights and responsibilities, equality and inclusion and to treat each pupil and member of staff as an individual. Our vision is inspired by a history of progressive thinking, and has been developed through collaboration with our pupils, parents, teachers, support staff, governors and alumni. Yes, we teach pupils how to excel in exams, but we also teach them how to collaborate, how to solve problems and how to think critically. Stowe is educating a generation of Change Makers ready to transform the world.

The Stowe Community is committed to working together to achieve Stowe's aims and objectives. It is a Christian community that aspires to excellence through working efficiently whilst being responsive to change, adding value where possible and using resources wisely.

The Group's talented and committed workforce is one of our greatest strengths. We are committed to fostering team engagement, attracting, mentoring, developing and retaining our best teachers and support staff. We focus on employee wellbeing, provide opportunities for professional growth and we create a culture of community and partnership.

### The Department

The Social Sciences are a strongly established feature of the 6<sup>th</sup> Form curriculum, with very strong exam results. In the thriving and progressive Business Department there are currently six staff, teaching 'A' Level and BTEC. Both Business and Economics are extremely popular subjects in the School, with over 100 pupils studying each subject.

A Level Business follows the Edexcel Specification, whilst A Level Economics follows the AQA Specification. There is close collaboration between departments in a shared teaching block. Each subject has its own teaching area with a complete set of resources for all the specifications. Teaching staff use a wide range of teaching and learning materials that include ICT, case studies and online teaching resources. All classrooms have interactive whiteboards.

### Key Tasks:

#### Key Responsibilities and Accountabilities:

- To promote the aims of the School at all times with colleagues, parents, pupils and the public.
- To play a full part in a seven day a week boarding School with commitment to teaching, pastoral care, extra-curricular activities and School duties.
- To assist in the recruitment of pupils and to promote the School and Department.
- To provide professional high-quality teaching, with the effective use of appropriate resources and the highest standards of learning and achievement of all pupils.
- To attend all appropriate Health & Safety (COSHH) and Child Protection training issues related to the pupils, School and Department.

#### Key Tasks:

##### 1 Teaching

- 1.1 To enable pupils to acquire knowledge and make progress according to their ability so that they increase their understanding and develop their skills in the subject taught.
- 1.2 To foster in pupils the application of intellectual, physical or creative effort, interest in their work, and the ability to think and learn for themselves.
- 1.3 To create well-planned lessons and deliver through effective and appropriate teaching methods, activities and management of class time.
- 1.4 To show a good understanding of the aptitudes, needs and prior attainments of the pupils and ensure these are taken into account in lesson-planning.

- 1.5 To utilise effective strategies for managing behaviour and encouraging pupils to act responsibly.
- 1.6 To teach, according to their educational needs, the pupils assigned to him/her, including the setting and marking of work to be carried out by the pupils in class, prep and elsewhere.
- 1.7 To assess, record and report on pupils' development, progress and attainment.
- 1.8 To work with, and under the instruction and guidance of, the Head of the Department in the preparation and development of courses of study, teaching materials, teaching programmes.
- 1.9 To carry out the terms of a departmental job description arrived at after individual discussion and consultation with the Head of Department or manager to whom the teacher is assigned.
- 1.10 To contribute to the development of the curriculum, and to be aware of the latest thinking in both subject and the national curriculum.
- 1.11 To staff clinics and other academic support measures according to the timetables and needs of the pupils.

## **2 Social and moral welfare of pupils**

- 2.1 To take responsibility for the educational, social and moral welfare of pupils in the context of Stowe's boarding community.
- 2.2 To assist the Houseparent of the boarding house to which he/she is assigned, as required by the Head. For Junior School Tutors, this will normally involve a regular, weekly evening duty supervising pupils, occasional supervision of early prep and some weekend events as needed. For Senior School Tutors, this will normally involve seeing all tutees weekly and a termly Weekend Activity Programme (on a rota).

## **3 Tutorial work**

- 3.1 To provide guidance and advice to tutees assigned to him/her, on their academic programmes, timetables, methods of study, study skills, further education and future careers, including information about sources of more expert advice on specific questions, making relevant records and reports.
- 3.2 To attend any Personal, Social and Health Education tutorial sessions as specified for his/her tutor group by the Head of PSHE.
- 3.3 To communicate and consult with the parents of pupils to communicate and co-operate with persons or organisations inside and outside the School in order to promote the social and moral welfare of pupils.
- 3.4 To participate in meetings arranged for any of the purposes above.

## **4 Games and extra-curricular activities**

4.1 All staff are expected to assist with, and be involved in, the provision of both games and extra-curricular activities. The nature of that assistance and the degree of involvement will naturally vary according to the experience, skills and aptitudes of individual staff. Nevertheless, in a 24/7 boarding community, all staff can expect to be called upon during the week and at weekends, to contribute to this essential part of the School's educational provision.

## **5 Assessments and reports**

5.1 To provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

## **6 Review and Professional Development**

6.1 To keep abreast of developments in his/her subject(s) and its teaching methods in order to maintain a high level of professional competence; checking exam board websites regularly for specification updates and exam information and to attend Exam Board Inset. Staff should also participate in arrangements within the agreed framework for review and professional development, including INSET.

## **7 Discipline, Health and Safety**

7.1 To maintain good order and discipline among pupils and safeguarding their health and safety both on the School premises and when they are engaged in School and other activities elsewhere, within the framework of the Health and Safety Policy documents.

7.2 To adhere to and manage all appropriate Health & Safety legislation, risk assessments and Child Protection training issues related to the Department.

## **8 Cover**

8.1 To supervise and, where possible, teach pupils whose teacher is not available.

## **9 Meetings**

9.1 To participate in all meetings which relate to the School curriculum, School organisation and School administration and to attend Chapel, assemblies and other School events as required by the Head.

## **10 Public Examinations**

10.1 Staff should participate in arrangements for preparing pupils for public examinations and assess pupils for the purposes of such examinations. Teachers should also record and report such assessments and supervise and invigilate pupils during such examinations.

## **11 School Duties**

11.1 To undertake the supervision of pupils at meal times, in detention, on school journeys and on school premises as required by the duty rota.

## **12 Management and Administration**

- 12.1 To contribute to the induction and support of new and probationary teachers.
- 12.2 To be committed to continuing career and professional development.

**Person Specification:** The selection of candidates for short-listing will be based on this specification and candidates should bear this in mind when preparing their application and completing the application form

Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>An Honours degree (or equivalent) in the relevant subject</li> </ul>	<ul style="list-style-type: none"> <li>Post graduate certificate in Education</li> </ul>
Specialist Skills and Experience	<ul style="list-style-type: none"> <li>Experience of classroom teaching of A Level Business and Economics.</li> <li>A commitment to safeguard and promote the welfare of children.</li> </ul>	
Personal Qualities	<ul style="list-style-type: none"> <li>A willingness to participate fully in the pastoral care, School duties and extra-curricular activities.</li> <li>An ability to motivate, enthuse and influence with strong interpersonal skills.</li> </ul>	

This job description and Person Specification reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder

**Date Agreed: April 2026**