

JOB DESCRIPTION

POST TITLE: Teacher of Business Studies and Key Stage 5 Lead, Pastoral and Progress

POST RESPONSIBLE TO: Assistant Principal

SALARY: Main pay/upper pay scale **plus TLR 2 (Up to £5,000 depending upon experience)**

JOB PURPOSE

We are seeking a dynamic and dedicated business Teacher to join our team. The successful candidate will also take on the additional responsibility of Key Stage 5 Lead for WMG Academy Solihull

Job Description:

Key Stage 5 Lead for Pastoral and Progress

JOB PURPOSE

- To lead, inspire and motivate all students within WMG Academy Solihull, to develop a culture for learning and an ethos which expects the highest standards from students
- Supporting the Assistant Principal by strengthening a culture for learning and inclusion through an ethos which expects the highest standards from students in Post 16 at the WMG Academy
- Working with the Assistant Principal to ensure that all students thrive, remain engaged in their own learning, are encouraged to develop both educationally and personally and overcome barriers they may face in their learning
- To lead and have oversight of both of the Key Stage 5 curriculum and pastoral needs
- Develop and embed the pastoral curriculum for Post 16
- Working with the Assistant Principal to ensure appropriate signposting for student mental health and wellbeing

DUTIES AND RESPONSIBILITIES IN ADDITION TO THOSE OF A TEACHER

Strategic

- Lead on behaviour for learning for Post 16 across the academy and oversee behaviour policy, protocols and procedures
- Lead on the Post 16 pastoral curriculum across the academy, ensuring delivery of appropriate material relevant to the needs of the students for Post 16
- Working with the Assistant Principal to ensure Post 16 pastoral systems across the academy and identify and implement effective intervention and monitoring strategies where relevant for Post 16
- Work with the Careers and Destination Manager to ensure zero NEETs for Post 16
- Working with the Assistant Principal to ensure effective communication with parents about the performance of their child and work with them to overcome barriers to learning
- To work with the Marketing Manager to ensure recruitment targets are met for Post 16
- Over time to become trained as a Deputy Designated Safeguarding Lead for the academy, in particular Post 16

Pastoral and Behaviour Management

- To work with the Assistant Principal and subjects leads in the monitoring of attendance, behaviour and emotional welfare of Post 16 students across the Academy and overseeing the behaviour policy, protocol and procedures
- To work with the Pastoral Lead for Key Stage 4 and Behaviour and Pastoral Manager to ensure student's emotional and health needs are met
- Empower staff to effectively support and implement the Behaviour policy consistently
- To ensure standards of discipline and behaviour are followed at all times to ensure outstanding educational progress
- To work with the Assistant Principal and Director of inclusion to Identify appropriate support, care and guidance strategies for identified individuals and groups to support their learning, with particular reference to vulnerable groups of learners
- To ensure a safe, secure and healthy environment for students and staff Leading the pastoral system (staff) at Post 16
- To work with the Assistant Principal and Director of inclusion to coordinate and lead pastoral and intervention meetings, ensuring that appropriate strategies are implemented, monitored and reviewed
- Lead an effective induction process for learners to ensure a smooth transition from their previous school to WMG Academy
- Develop and lead a Senior Learner Forum to promote learners' contribution to the decision making and consultation process within the WMG Academy to continually improve the quality of their learning and well-being
- Leading the pastoral system (students) at Post 16
- To work with the Assistant Principal to identify and provide effective intervention and mentoring strategies for learners using employer partners where relevant
- To ensure effective communication with parents about the performance of their child and work with them to overcome barriers to learning
- To ensure student records are maintained and are accurate
- Have a thorough knowledge of each student's background by ensuring that all relevant information has been gathered from previous institutions and parents
- To develop systems and events to celebrate student achievement
- Following up on attendance and punctuality in accordance with the WMG Academy agreed procedures for those students causing concern
- Foster positive attitudes amongst students through the organisation e.g. competitions etc and inter pastoral group competitions

Teaching and Learning

This post will have a teaching commitment in line with the TLR

All our academic staff will be measured against the teachers' standards

Demonstrate outstanding teaching across the full ability range from Years 10 to 13

To make effective use of an appropriate range of observation, assessment, monitoring and recording strategies

To support and guide students, colleagues, parents and carers with timely, accurate and constructive feedback on students' attainment, progress and areas for development

Any other duties as commensurate with the level of this post and as directed by the Principal.

Business Studies Teacher Job Description

To perform all the professional duties of a teacher under the direction of your line manager and be an outstanding classroom practitioner who consistently delivers the highest standards of teaching and embraces our vision of an integrated curriculum that ensures our students achieve the highest outcomes in Business Studies.

DUTIES AND RESPONSIBILITIES

Principal Responsibilities

- To ensure that the vision and values of WMG Academy Trust are evident in every aspect of the role;
- To lead by example and model the highest professional standards to staff, students, parents and partners in all aspects of the role;
- Working with other colleagues, play an active role in delivering WMG Academy Trust priorities, culture and vision;
- To contribute to the development plan for the department and the WMG Academy Trust;
- To play an active role in the marketing and recruitment of students, parental reviews and other events at the relevant WMG Academy for Young Engineers;
- To meet regularly with your Line Manager and be accountable for your own Performance Management;
- To attend meetings as required;
- To ensure effective use of resources to the benefit of all staff and students;
- To comply with health and safety rules and legislation, ensuring the safety of students and staff at all times;
- To be involved in the enrichment programme for the WMG Academy Trust;
- To maintain discipline in accordance with the policies and procedures for the relevant WMG Academy and to encourage good practice with regard to punctuality, attendance, behaviour, standards of work and independent learning;
- To comply with all policies and procedures of the WMG Academy Trust.

Curriculum

- To work with the subject lead to develop and implement an innovative curriculum and relevant programmes of study;
- To engage with employers to develop learner employability skills, ensuring work related learning experiences are at the core of the WMG Academy Trust curriculum;

Teaching and Learning

- To ensure a high quality learning experience for students that engages and excites them;
- To promote the highest standards of teaching and learning, share best practice with other curriculum areas and develop the Academy model for outstanding learning;
- To be committed to continue improvement in teaching practice to ensure students

achieve outstanding outcomes;

- To set high expectations of students' behaviour through good classroom discipline, adherence to Academy policy, focused teaching and productive relationships;
- To demonstrate outstanding teaching across the full ability range from Years 10 to 13, delivering BTEC and A-Level Business Studies;
- To provide a variety of learning materials and resources for use in educational activities and to identify and select different resources and methods to meet students' varying needs;
- To establish a purposeful and safe learning environment conducive to learning;
- To ensure learning is relevant for all students according to their educational needs;
- To maintain and develop an excellent knowledge and understanding of the subject area and related pedagogy, including the contribution that Business Studies can make to cross-curricular learning;
- To make effective use of an appropriate range of observation, assessment, monitoring and recording strategies;
- To develop schemes of work and lesson plans in conjunction with your Line Manager and with other departments as relevant;
- To ensure that learning objectives are shared with students and are achieved during sessions;
- To design opportunities for students to develop their literacy, numeracy, ICT and thinking and learning skills appropriate within their phase and context;
- To set appropriate work for classes when absent;
- To ensure that schemes of work, including lesson plans, are in place that will enable access to the highest grades by all students in all courses taught in Business Studies;
- To keep up to date with developments in the curriculum area, teaching methods and resources and make relevant changes to schemes of work and lesson plans as appropriate;
- To hold positive values and attitudes and adopt high standards of behaviour in your professional role.

Assessment, Recording and Reporting:

- To assess the achievement of learning objectives within sessions and reflect this in own teaching practice and the learning of students;
- To evaluate performance of students within your lessons, providing feedback for parents, students, staff and SLT;
- To assess students' work regularly with timely feedback, setting targets for improvement;
- To ensure that learners meet and exceed the targets they are set and are aware of what they need to do to improve;
- To ensure that the Assessment, Reporting and Recording policy is adhered to for learners within your lessons;
- To assess in line with Awarding Body requirements and ensure that it is timely.

Any other duties commensurate with the level of this post and as directed by the Associate Principal.

Person Specification for Teacher of Business Studies

The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively:

REQUIREMENTS The post holder must be able to demonstrate:	ESSENTIAL (E) or DESIRABLE (D) REQUIREMENTS
QUALIFICATIONS	
Honours degree or equivalent in relevant subject	E
Post graduate or further relevant professional studies	D
Qualified teacher status	E
EXPERIENCE	
Proven record of success as a teacher in education or within an industrial environment	D
Experience of working with businesses and employers to enhance learning outcomes for students	D
Experience of working with a range of partners both in and outside the world of education	D
Understanding of outstanding teaching, learning and assessment strategies	E
Understanding of behaviour for learning	E
Relevant worked based professional experience	D
KNOWLEDGE AND SKILLS	
Excellent subject knowledge	E
Knowledge and understanding of current curriculum developments	D
Ability to analyse and interpret student performance data and set targets	E
Ability to create an ethos which enables all students to achieve their potential	E
To be able to work effectively as a team	E
Excellent literacy, numeracy and ICT skills	E
An ability to inspire students in Y10 to Y13	E
PERSONAL ATTRIBUTES	
To work under pressure and meet deadlines	E

Confidentiality and discretion	E
Ability to organise, plan and prioritise	E
Excellent communication skills	E
A commitment to safeguarding to learners within the academy	E
Enthusiasm, optimism and energy	E

All offers are subject to clearance of references and enhanced DBS checks

THE WMG ACADEMIES FOR YOUNG ENGINEERS

“We have some of the best companies and supply chains in our local area, and they all desperately need new talent and skills to help them grow. That is why the WMG Academy for Young Engineers is so important”

The late Professor Lord Bhattacharyya, Chairman, WMG

WMG Academy for Young Engineers Trust

The WMG Academy for Young Engineers Multi Academy Trust was formed in March 2015. Following the successful opening of the Coventry Academy in September 2014, the WMG Academy Trust opened its second Academy in September 2016 in North Solihull.

Formed between a partnership of the University of Warwick (led by the Warwick Manufacturing Group – WMG) and with the support of national, regional and local businesses such as Jaguar Land Rover, National Grid, Arup and Balfour Beatty, the Trust is committed to providing a better way of learning for the Engineers of the future.

The Trust is made up of members from industry including the EEF and the Local Authorities Chamber of Commerce and the University of Warwick who have led the development of the WMG Academies and oversee their running from a strategic perspective.

Both Academies focus on engineering and digital and information communication technologies, and can cater for approximately 500 students each aged between 14 – 19 years of age. Currently in its third year, the Solihull Academy has an impressive 330 students on roll and is on track to be full in two years time.

As well as a core curriculum at Key Stage 4, which includes GCSEs in the core subjects maths, science, English and Engineering Manufacture, students can select from options which include a modern foreign language, a humanities subject and 3 option subjects. In addition, all Key Stage 4 can students follow additional Level 2 Cambridge Nationals course in Engineering worth a further 2 GCSEs equivalent.

Students at Key Stage 5 can follow a flexible pathway bespoke to their needs. Students can choose to take just STEM A-Levels. Alternatively, can study a Level 3 BTEC Engineering qualification at Certificate Diploma or Extended Diploma level. Further BTEC qualifications are available in Art, ICT, Science and Business Studies and students can mix qualifications to suit an individual career pathway.

The ethos of both academies is ‘business-like, business-led’.

WMG Academy for Young Engineers Coventry

Opened in September 2014 by Ratan Tata, the Coventry Academy has over 400 students on roll in its second year. Located close to the Westwood area in Canley and the University of Warwick, the Coventry Academy was designed with a large Engineering Hall filled with over £600,000 worth of specialist equipment. Three dedicated CAD areas allow industry standard software to be used by students in their Engineering projects.

The Coventry Academy is proud of its very first OFSTED report where it was rated Good in all areas.

Students at the Coventry Academy come from a wide catchment area which includes Solihull in the north through to Kenilworth, Warwick and Rugby in the south.

The Academy follows an 8.30am – 4.30pm (Tuesday – Thursday) with enrichment opportunities offered to students that include football, F1 in schools, Green Power and Engineering clubs. Students also have access to resources at Warwick University. On Mondays and Fridays students leave at 3.20pm.

WMG Academy for Young Engineers Solihull

Opened in September 2016 the Solihull Academy boasts over £2M of specialist equipment and ICT. Developed along a similar open plan design to Coventry, the Solihull Academy occupies a slightly bigger footprint. The Academy is thriving on successful recruitment and has four year groups, 10 through to 13.

Dedicated ICT facilities include 3 CAD suites and student PC access in all teaching rooms giving unrivalled access to industry standard software. These facilities allow innovative teaching pedagogy through digital technologies. A large Engineering Hall, complimented by 'Make and Do' areas above, allows a flexible group-work approach to learning.

The Academy occupies land adjacent to the Chelmsley Wood shopping Centre, North Solihull and draws from a wide catchment of East Birmingham, Solihull and North Warwickshire. The Solihull Academy follows the template of the 8.30am – 4.30pm working day used in the Coventry Academy (Tuesday – Thursday) and has the additional flexibility of incorporating some enrichment into the Academy day due to its close proximity to North Solihull Sports Centre and having its own multi-use games area and activity hall. The Solihull Academy received its first Ofsted inspection in February 2019 and was rated Good in all categories.

Our Vision

We will ensure that our students have raised aspirations that will provide the motivational drive to succeed. Strong employer and further and higher education links, as well as a professional ethos and culture, will ensure the students will be in demand from employers.

Our unique status of working very closely with some of the biggest employers in the region means that we have shaped the curriculum from day one to ensure we produce students with a professional ethos and culture that is in high demand in today's working world.

The focus of the Engineering curriculum is a series of projects – real business-focused, practical problems and challenges that reflect fully the world of work. Employers provide mentors to help our students get a full understanding of life in engineering. This 'better way of learning' means that education will be exciting for our students. We will give them an experience of real value; one that will lead to a diverse range of positive progression pathways for every single student.

Team working will be the norm and students will work together to develop the skills that employers value. We are committed to developing team working, problem solving, creativity, leadership, communication, resilience and an ability to respond to change. As staff, it is our role to model those skills and behaviours to our learners in everything that we do.

The Role

The WMG Academy Trust is looking for a Business Studies Teacher who has excellent teaching skills. The successful candidate will inspire and enthuse students with their passion, ensuring outstanding outcomes in their subject area.

You will demonstrate and demand the highest standards of delivery and you will be fully committed to raising attainment to enable all students to achieve outstanding success.

Reporting to the Assistant Principal, you will be responsible for the planning and delivery of outstanding lessons and will be expected to on occasions to share your expertise with the engineering department to develop their employer commissions. You will provide timely feedback for students on their work to ensure they are to achieve and realise their targets. All teachers will be pastoral tutors working closely with an identified cohort of students.

This is a unique opportunity to be involved in an exciting Academy; designing and leading an innovative approach to learning and ensuring that students achieve the highest outcomes and opportunities.