



**TRENT**

COLLEGE

DAY & BOARDING  
FOR BOYS & GIRLS 11-18 YEARS

## **HEAD OF ECONOMICS (from September 2021)**

Trent College, one of the East Midlands's leading independent schools, has an exciting opportunity for an exceptional and inspirational teacher to teach Economics in year 12 and 13. The appointed candidate will be responsible for curriculum development, pupil development and achievement and monitoring and evaluation of the teaching of Economics in the school.

### **THE DEPARTMENT**

Economics is a small but popular department in the school with 3 or 4 groups of pupils each year studying the subject at A Level. The department is based in the Wortley building with designated classrooms and a departmental office.

Pupils study the Edexcel specification and many pupils who study the subject apply for post-18 courses based on Economics, Business or Finance.

We have a thriving Economics society that enables pupils to spend time out of lessons discussing current Economic themes from around the globe.

### **THE GENERAL EXPECTATION OF A HEAD OF DEPARTMENT ARE**

- Strive towards excellent teaching across the department
- Support all teachers within the department in their continual development
- Support all pupils to achieve their personal best in the subject
- Agree annual value-added departmental targets with the Deputy Head (Academic) and evaluate the performance of the department and individual teachers against these
- Select examination boards in consultation with the Deputy Head (Academic) and plan schemes of work
- Extend opportunities for the promotion of their subject beyond the classroom
- Co-ordinate with other departments, attend Heads of Department meetings and meetings with the nominated SLT link as appropriate
- Produce and update (annually) Departmental Improvement Plans in accordance with the aims and values of Trent College and the school's overall development plan
- Carry out a thorough annual review of the department including analysis of external results, staffing and curriculum issues
- Perform reasonable duties as required by the Head or Deputy Head (Academic) regarding the planning and improvement of the academic curriculum of the school
- Prepare a departmental budget request for the Bursar and control financial spending within the agreed limit
- Liaise with the Estates Department over matters concerning maintenance, security or health and safety
- Line manage and support members of the department
- Delegate tasks to members of the department fairly and appropriately

- Implement a scheme of regular (recorded) lesson observations and work scrutiny within the department
- Formally appraise each member of the department via interview.
- Suggest and approve any subject based Inset courses for departmental staff
- Organise cover and appropriate work for absent departmental staff
- Deploy staff to classes in association with the timetable and Deputy Head (Academic)
- Hold regular departmental meetings to discuss whole school policies, teaching and learning strategies and subject issues
- Represent the views of staff at Heads of Department meetings and in discussion with Deputy Head (Academic) or nominated SLT link.
- Organise the production of examination papers (internal, controlled assessment and entrance exams) and oversee the checking of full reports
- Provide advice for students and parents regarding option choices including updating subject information on the website and in the option booklets
- Ensure the identification of particularly able pupils, those with additional learning needs and pupils not making expected levels of progress, and implementation of suitable methods to assist them to develop and flourish in the subject
- Where appropriate, place pupils into suitable sets or classes
- Monitoring and co-ordinating the use of the rewards and sanctions structure within the department, and communicating with pastoral staff over concerns or plaudits regarding pupil performance in the subject.

### **PASTORAL CARE**

- In addition to the academic role, every teacher is encouraged to play a full role in the life of the school outside the classroom.
- The vast majority of teaching staff are tutors, taking lead responsibility for a group of pupils from one year group, in support of the Head of Year.
- Teachers are expected to attend and support regular school events, including but not limited to assemblies, drama productions, religious services, concerts and speech days.

### **ADDITIONAL DUTIES**

- This is not an exhaustive job description and may be subject to change according to the needs and development of the role. It is expected that the post holder may undertake such other duties as may be reasonably be requested.
- A Trent teacher is dedicated to educating the “whole child”, in accordance with the aims of the school.
- They are aware of the individual needs of each student and strives to help each student develop his or her full potential.
- They work with students both inside and outside the classroom and are committed to active involvement in the total school curriculum.
- They co-operate with colleagues to ensure a fully integrated curriculum and

regularly participates in activities directed toward their own professional development.

- A Trent College teacher is always available to students, colleagues and administration during the entire school day. In the time other than that scheduled for lunch, a teacher may be assigned activities such as supervision, tutorial, class coverage, etc. by the Head/ Deputy Head.

## **QUALIFICATIONS**

- Degree or equivalent qualification
- PGCE or equivalent qualification
- Evidence of continued professional development