

Job Description	
Department	Business Studies
Post Title:	2nd in Enterprise Faculty Lead Teacher of Business Studies
Salary Scale/Range	TLR2C
Hours	Full Time
Permanent/Fixed Term	Full time. Permanent.
Posts Responsible to	Head of Enterprise
Posts Responsible for	Teachers in Enterprise Faculty
<p>Job Purpose: The prime responsibility of the post of Lead Teacher of Business Studies is to lead and coordinate high-quality teaching and learning in GCSE Business Studies and support the Head of Enterprise in developing a faculty-wide approach to teaching and curriculum. Leadership, innovation, and vision are required to ensure every student reaches their potential, and to develop the school as a centre of excellence in Business Studies teaching and Enterprise education.</p>	

Monitor Curriculum Provision and Development

- Lead the planning, implementation, and review of the Business Studies GCSE curriculum to ensure it meets school priorities and national standards.
- Develop, monitor, and review Schemes of Learning, lesson resources, and assessment frameworks across the faculty.
- Track student progress using assessment data, identify gaps, and implement targeted interventions to maximise attainment.
- Ensure examination preparation and entries are accurate and meet school deadlines.
- Lead initiatives to enhance teaching and learning, including innovative approaches and enrichment opportunities.
- Establish links with partner schools, local businesses, and educational institutions to enhance student experiences and opportunities.

Evaluation of Learning



- Carry out staff appraisals and performance reviews within the faculty, providing mentoring and coaching to develop teaching practice.
- Monitor teaching and learning through observation, work reviews, and quality assurance processes to maintain high standards.
- Advise on CPD and INSET needs, ensuring faculty staff are well supported and professional development is targeted and effective.
- Use tracking data to set individual student targets and class targets, supporting teachers in maximising student outcomes.

Departmental Administration

- Support the Head of Enterprise in managing the faculty budget, resources, and learning environments efficiently.
- Ensure all faculty areas are well presented, contemporary, and fully resourced to support high-quality learning.
- Promote health, safety, and wellbeing across the faculty, ensuring best practices are embedded.
- Contribute to the promotion of the faculty internally and externally through the VLE, school website, newsletter, and other media channels.

Departmental Communication

- Attend and contribute to Heads of Department meetings to ensure effective information flow to and from the faculty.
- Ensure effective communication within the faculty and with other teams in the school.
- Promote a collaborative and professional culture within the faculty, modelling high expectations of staff and students.
- Foster excellent student-teacher relationships through engaging approaches to learning, while implementing robust strategies to support student progress.

Other

- Deputise for the Head of Enterprise as required, providing leadership and guidance to faculty staff.
- Support whole-school initiatives and events, contributing actively to the school's wider strategic goals.



- Undertake any other duties as may be reasonably requested by the Headteacher.

Professional Development

- Maintain personal professional development to ensure knowledge and skills in Business Studies, Enterprise, and curriculum leadership remain current.
- Act as a professional role model, promoting the aims, values, and ethos of the school and Trust.

Safeguarding and Promoting the Welfare of Children and Young People

- Adhere to the statutory guidance 'Keeping Children Safe in Education' and follow all Trust policies and procedures relating to safeguarding at all times.

Data Protection

- Comply with GDPR, the Data Protection Act 2018, and all Trust information governance policies and procedures.

Equality and Diversity

- Treat all people with dignity and respect, upholding the school's commitment to equality, diversity, and inclusion.

Health and Safety

- Take responsibility for personal health and safety and that of others affected by work activities.
- Co-operate with the Trust and colleagues to ensure compliance with all health and safety regulations and policies.