



Part Time Teacher of Business Studies and Economics

(in the region of 0.7 - 0.8FTE)

Required for August 2019

Independent Co-educational Day School

Senior School: 625 pupils aged 11 -18

Junior School: 396 pupils aged 5 -11

Nursery: 93 pupils aged 2 - 5

The Edinburgh Academy Introduction

The Edinburgh Academy is an academically selective, independent, co-educational day school for pupils aged 2 -18 years with a reputation for being caring and friendly. The Edinburgh Academy aims to be forward-looking and progressive but also greatly values its long held traditions. The School has a strong reputation for individual attention and excellence in its pastoral care and co-curricular provision. The School consists of a Senior School containing approximately 625 pupils and a Junior School containing approximately 396 pupils, and we have a Nursery department of around 100 pupils. The School is a member of HMC.

The School's Place in Edinburgh

The School was founded in 1824 and has been regarded as a leading educational establishment within the City of Edinburgh and across Scotland ever since. Original Directors included the leading literary names of their age such as Sir Walter Scott. Robert Louis Stevenson and James Clerk Maxwell were also pupils at the School. The Senior School occupies a site in Henderson Row, less than a mile from Princes Street and at the northern limits of the Georgian 'New Town', of which it was designed to be a part.

Further details about the School and its resources can be found on the School website - www.edinburghacademy.org.uk

Classes and Assembly

7ths (S6) and 6ths (S5) classes are organised by tutor groups studying either Highers, Advanced Highers or GCE A-level. A School Assembly is held at 8.40am each morning, and is attended by the whole school. School Services for the whole school are held on several occasions during the session.

Exam Results

The Edinburgh Academy uses both English and Scottish examination boards. Nearly all subjects now present SQA National 5, Higher and Advanced Higher examinations. Each year, a significant number of our 7ths (S6) hold unconditional and conditional offers at very competitively sought universities on the basis of their Higher results and their Advanced Higher/A-level predictions. Yearly academic results can be found on the School website.

Games and Activities

At the Edinburgh Academy, sport offers opportunities at all levels. The PE curriculum is varied, encompassing a wide variety of team games and individual sports. The School runs teams in a large number of major and minor sports and encourages pupils to represent the School at one or more sports at any age group.

In Music, there are about 20 performing groups including orchestras, choirs, wind bands, a big band and several chamber groups.

In Drama, there are usually three or four main productions each year. There is a fully active LAMDA qualification schedule in acting, reading for performance, mime, public speaking and Musical Theatre in place.

Teacher of Business Studies and Economics

Job Description

There are currently two members of full-time staff; this appointment is a part-time role and would suit wither an experienced teacher or NQT. Staff are required to have a wide range of skills and the ability to teach both Business Studies and Economics. They are encouraged to continue developing their subject knowledge and skills through both internal training and outside courses.

The Department offers both Business Management and Economics from National 5 to Advanced Higher Grade. National 5 Business Management and National 5 Economics are offered to pupils in 4ths (S3) and 5ths (S4). There is no dedicated Business or Enterprise teaching below this level, although there is active involvement with interdisciplinary learning projects in both 2nds (S1) and 3rds (S2).

SQA Higher Business Management and Higher Economics are available to students both as a progression from National 5 and also as a fresh start course. Due to the popularity of Higher Business Management, the subject is offered in two blocks. At Advanced Higher Grade, the Department currently offers both Business Management and Economics courses for successful candidates at Higher Grade. The successful candidate would be expected to make a full contribution to the range of co-curricular activities offered by the School. The Department is currently involved with the Edinburgh Academy's successful Young Enterprise companies, with products from hoodies to recipe books.

The Post

The appointment will be made without regard to gender or ethnic origin. The school operates a 40 period week and this post is likely to teach approximately 27 periods.

Also included are those duties and responsibilities associated with all teachers at the Edinburgh Academy:

1. To plan, prepare and teach lessons to all assigned pupils according to their educational needs.
2. To assess, record and report on the progress of the pupils within the guidelines written in the Staff Handbook.
3. To engage with the wider School Curriculum in a manner which is consistent with the ethos of the School.
4. To carry out such administrative and other routine tasks as are outlined in the Staff Handbook.
5. To demonstrate a commitment to both individual professional development and to the developing curriculum in the School.
6. To carry out any other duties and to assume any other responsibilities as the Rector shall from time to time reasonably request.
7. To be conscious at all times of the importance of the external image of the School and to act in a professional and constructive manner with pupils, parents and external agencies.

Short-listed candidates will be asked to plan and teach a lesson.

Reporting

The Teacher of Business Studies and Economics will report to the Head of Department on all aspects of classroom management, timetabling, teaching and learning, reporting and pupil discipline. The Teacher of Business Studies and Economics will report to the Deputy Rector (Learning and Teaching) on matters of whole school commitments, professional development and personal absence.

Availability

The appointment is available from August 2019.

Remuneration Package

The Academy pay scale shadows the national scale for teachers and promoted posts, but also offers a special supplement in recognition of the extra contributions made by teachers outwith their

classroom duties. The Academy supplement, in common with all teaching positions, currently runs at an 8% addition to national scale points.

The successful candidate will be entitled to join the Scottish Public Pension's Agency's teachers' superannuation scheme. The terms and conditions may be discussed at interview.

Applications

Candidates should complete all sections of the application form. Candidates are welcome, if they wish, to send a copy of their curriculum vitae, including full details of qualifications and experience, and/or a covering letter explaining why they think they are particularly suited to the role and how it may fit in with future aspirations. However, please note that this is entirely optional and the short listing for interview will be based on the application form. The appointment will be made without regard to gender or ethnic origin. Further details are available from the Rector's Office - 0131 624 4911 rectorsoffice@edinburghacademy.org.uk

The closing date for application is Monday 4th March 2019.

Conditions of Appointment

The appointment will be subject to satisfactory references, verification of identity and proof of qualifications, and to a satisfactory medical screening.

Child Protection

The Edinburgh Academy is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and PVG Disclosure Scotland.

Equal Opportunities

The School is an Equal Opportunities employer, and welcomes applications for this post from appropriately qualified persons regardless of age, disability, gender, race or sexual orientation.

Barry Welsh
Rector
February 2019