



Ark Elvin Academy

Second in Charge - Business

Do you have high expectations, a big heart and a passion for your subject?

Our mission is to ensure that every pupil leaves Elvin confident, articulate, and culturally aware; able to pursue careers they are passionate about, contribute to society and live happy, healthy and fulfilled lives.

Does our mission inspire you to step up to a position of responsibility in your team?

Our school has been and is continuing its transformational journey, and we are creating new roles within some of our non-core subjects to help lead this. We are looking for a Second in Charge of Business to add leadership capacity to this important department in our Academy and help us lead the next exciting leap forward as we challenge educational disadvantage by defining an ambitious, replicable, and sustainable school model that supports children from communities like ours to thrive at top third universities and highly competitive apprenticeships.

About the role:

You will take on core responsibilities in developing our Business curriculum and enrichment offer to inspire our pupils to study Business at KS4 and beyond. You will support your Head of Department in ensuring that teaching across the department establishes high expectations in every classroom through strong routines, great relationships and the impactful delivery of our curriculum.

In recruiting our first second in charge of Business we are seeking the following from applicants:

- An excellent Business teacher with a proven track record of achieving strong outcomes
- An ability to inspire and nurture pupils and develop staff
- High expectations for pupil behaviour and learning
- A commitment to serving our diverse community in Brent

- A keenness to learn and develop in your role and as a leader
- A great team player with high standards of reliability, professionalism and courteousness.

To apply for the role, please email Evone your personal statement outlining the experience you would bring to the role and the impact you believe you could have in the first year.

Closing date: Monday 11th March

Interview: W/b Monday 11th March

**Salary: £37,667 - £59,650 (Ark Main Pay Scale to Upper Pay Scale) + TLR2A
£3,213**

Start date: September 2024

Ark is committed to safeguarding children; successful candidates will be subject to an enhanced DBS check

Job Description | Business Second in charge

Post: Business Second in charge

Reports to: Head of Business Department



**Ark Elvin
Academy**

Key responsibilities

- Support the HOD with coaching and developing the Business team.
- Leadership of KS4 curriculum development
- Lead on KS4 assessment planning and delivery
- Attending Ark Business HOD network meetings with HOD when required
- KS4 assessment planning and delivery
- Lead Business enrichment and trips (supported by HOD)
- Attending Ark Business HOD network meetings with HOD when required

Outcomes and Activities

Teaching and Learning

- Cover for unplanned absences when HOD not in school.
- Learning walks and coaching (including ATT/ECT observations)
- KS4 curriculum development
- Lead Business enrichment and organisation of trips (supported by HOD)
- Formal observations of ATT/ECT (if required)

Academy Culture

- To support the academy's mission and values by contributing to the development and implementation of policies, practices and procedures
- To help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships
- To be alert and active on issues relating to pupil safeguarding, welfare and child protection

Development of the Ark Network

- Value and support practices driving continued progress across the network of Ark schools
- Participate actively throughout the network, by attending relevant meetings and network-wide training and assessment standardisation.

Other

- To undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development
- To undertake, within reason, other various responsibilities as directed by the Head of Faculty, SLT or Principal.

Person specification

Qualifications criteria

- Educated to degree level in relevant subject
- Right to work in the UK (essential)

Values

- Genuine passion and a belief in the potential of every young person
- Personal vision is aligned with Ark's high aspirations and expectations of self and others
- Recognition of the importance of smooth administrative systems in supporting outstanding creative outcomes for young people
- Desire to recognise and equally value all types of music and musician

Knowledge, experience, and skills

- Excellent written communication and interpersonal skills
- Comprehensive IT skills, particularly in working with MS Office, cloud-based storage and MS Teams.

Personal characteristics

- Positive and motivated, action-oriented style
- Ability to work methodically/multi-task, thrives in a fast-paced environment
- Confident and capable in managing varying workload, highly organised and prioritising time effectively
- Committed to delivering consistently high-quality work.
- Reflective and emotionally literate
- Professional integrity and resilience
- Highly collaborative and flexible
- Independent

Other

This post is subject to an enhanced Disclosure & Barring Service check.