



Head of Business and Economics Department

As a middle leader within Oryx International School (OIS), the Head of the Business and Economics Department is primarily responsible for the standard of teaching & learning. This role is dedicated to enhancing students' academic and intellectual environment, with a specific focus on business and economics education. The Head of Department plays a pivotal role in shaping the curriculum and pedagogical approaches within the Secondary school, ensuring they align with the school's high standards and educational objectives.

ROLE PURPOSE

The Head of the Business and Economics Department is pivotal in influencing the school's teaching and learning quality. This role involves leading, managing, and developing the department to ensure high standards of teaching and learning in line with the British curriculum. The successful candidate will demonstrate a passion for business and economics and be able to inspire students and staff in our dynamic international school setting. They will facilitate learning in the department to enable all students to reach their full potential.

Key Duties and Responsibilities

Leadership and Management:

- Lead the Business and Economics department, promoting a vision that aligns with the school's ethos and strategic objectives.
- Develop and implement departmental plans, policies, and practices in line with school-wide strategies and British curriculum standards.
- Manage resources effectively, including budgeting and procurement of educational materials.
- Conduct regular departmental meetings to foster a collaborative and inclusive environment.
- Perform other duties as required by the Executive Principal.

Curriculum Development and Teaching:

- Oversee the delivery of a comprehensive and engaging Business and Economics curriculum.
- Ensure the curriculum meets the needs of all students, including those with varying learning requirements.
- Teach classes, demonstrating excellence in pedagogy and subject instruction.
- Effectively integrate technology into the business and economics learning process.

Staff Development and Performance Management:

- Lead the professional development of department staff, including mentoring, coaching, and providing CPD opportunities.
- Conduct performance appraisals and support staff in setting and achieving professional goals.
- Assist in the recruiting and onboarding new department staff in collaboration with the HR department.

Student Progress and Assessment:

- Monitor and evaluate student progress, implementing interventions where necessary.
- Ensure accurate and timely assessments, reporting, and feedback mechanisms are in place.
- Support students in preparing for external examinations and assessments aligned with the British curriculum.

General Operations and Future Development of the Department:

- Develop an approach to the department's operations that includes innovative subject/curriculum area policies, future plans, and targets within the context of the School Development Plan.
- Develop a strategic plan for the expansion of Business and Economics provision to drive improvement across the school in standards, achievement, and attainment – including I/GCSE and A Level exams.
- Create effective teams by inspiring and motivating students and staff. Be a positive role model for other staff and students by taking responsibility for the continuous improvement of the team within the context of the school.
- Identify appropriate resources for the department and ensure that they are used efficiently, effectively, and safely. Complete orders for books and materials for the department in line with the school procedure.
- Work collaboratively at both strategic and operational levels with other Heads of Department, parents, and students.

APPOINTMENT: *The Head of the Department is appointed as a part of the Middle Leaders.*