



# Teacher of Economics

for September 2025

## Application Pack

**Contract:** Full time, permanent

**Start date:** September 2025

**Closing date:** Midday, Monday 24 March 2025

**Early applications are advised as Concord College reserves the right to appoint at any stage during the application process.**

## Welcome from the Principal

Thank you very much for your interest in coming to work with us at Concord: it is a real pleasure to be able to tell you more about this very special place. Concord students love to learn and are ambitious for their futures. Here they are able to pursue their dreams in a safe, calm and supportive place where ideas can be shared and where inquisitiveness and independence of thought are celebrated. Our students' hard work is rewarded with outstanding examination results, and Concordians go on from here equipped to thrive at the best universities in the UK and around the world.



Concordians live and learn in a diverse, vibrant and truly international community supported by outstanding academic and pastoral staff. They have daily opportunities through our extensive co-curricular, sporting, arts, social and cultural programmes to develop hugely important skills in communication, teamwork and social responsibility. The result of this is that Concordians are overwhelmingly confident, empathetic, respectful and tolerant. Most importantly of all, it means they are happy: you will find many smiling faces here.

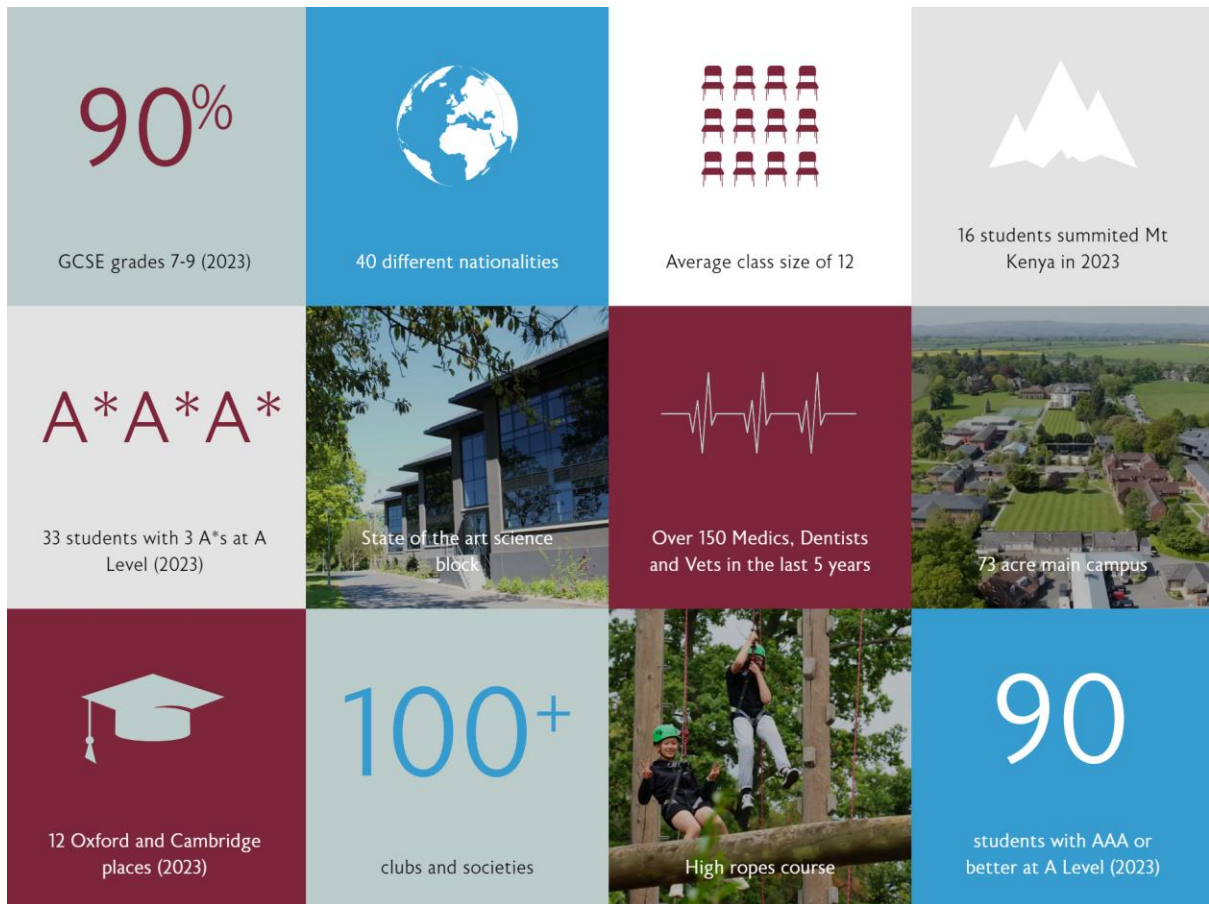
Our highly talented body of staff work extremely hard to help students get the very best outcomes. They thrive here too and enjoy the challenge of working in such a vibrant and purposeful environment. It's truly exciting: I do hope that you want to find out more.

Dr Michael Truss *MPhys Hons. (Oxon.) FRAS*  
Principal of Concord College

## Introduction to Concord College

Concord College is a highly academic independent international school in England for boarding and day students. We welcome students from all over the world and the local area into our vibrant and varied community, which shares a culture of excellence and joyful learning infused throughout with our core values of kindness, rigour and creativity. Girls and boys between the ages of 13 and 18 enjoy fabulous facilities on our safe and beautiful 80-acre campus set in the heart of the English countryside. Our students achieve the highest standards and have a superb track record in gaining entry to top universities in the UK and around the world. We take care to nurture the individuality of our students to develop their self-confidence, encouraging all here to understand the needs of others and to respect the values of our community.

Concord was founded in 1949 by Paul Oertel and Monica Carr-Taylor in Sussex as a response to the hatred and bitterness of war by using language teaching and personal warmth to break down barriers and misunderstandings between peoples. The College grew quickly, moving first to larger premises at Tunbridge Wells and then, in 1973, to its present site in Acton Burnell. In 1969, upon the retirement of the founder principals, the College was bought by Frank Bell who had founded the Bell School of Languages a number of years earlier. In 1977 Concord accepted girls for the first time. The College became a charitable trust in 1983 and has expanded rapidly since. Now with about 600 students (and an almost perfect 50:50 girl:boy ratio), Concord boasts enviable facilities and utterly outstanding outcomes for its students.




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***".. for bright sparks with drive and determination, there's nowhere quite like it"***

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– Good Schools Guide

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***"Those who want to learn with a global outlook and an international community will be in heaven here."***

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- Muddy Stiletto

## **About the role**

Concord College is seeking to appoint a well-qualified and enthusiastic full-time Teacher of Economics on a permanent basis from September 2025.

### **The Economics Department**

The Department is highly successful and well-resourced with a team of 6 experienced Economics teachers.

Members of the department work as a team when preparing materials and everyone shares in the writing of weekly tests which are then used as common assessments. Each individual teacher is assisted to maximise the quality of their teaching. Regular departmental meetings, INSET, lesson observation and professional review all form part of this process.

### **Facilities**

All of the Economics classrooms are equipped with data projectors and interactive whiteboards. There is a classroom intranet and internet access, and good audio-visual resources. The department is making good use of OneNote and SharePoint and has a culture of sharing resources.

### **Courses**

#### **IGCSE Economics**

This is a very popular and successful option course for Forms 4 and 5 (years 10 and 11) chosen by approximately 60 students each year. A two-year course, taught in 4 x 35 minute lessons per week, with exams taken at the end of Form 5. We follow the Cambridge IGCSE specification.

The department runs a wide variety of extra-curricular activities (including external competitions, educational visits, visiting speakers) and a willingness to contribute to this programme is expected.

#### **A-level Economics**

This is a popular subject with approximately 66 students in 8 classes for AS, and around 65 students in 7 classes in A2. Our aim is to provide a dynamic and interesting course with constant reference to current economic issues. Students are set high standards and stretched academically.

We follow the Cambridge International A level exam board specification. The course is taught over two years. In the first year microeconomics and macroeconomics are taught concurrently, with 4 x 35 minute lessons per week on each unit. Each class would normally have a different economics teacher for each unit. AS Economics is taken at the end of the first year, and it is important to note that with this specification, results at AS level contribute towards the final grade at A level. In the second year students are taught microeconomics and macroeconomics in further depth and again 4 x 35 minute lessons per week with a different teacher for each unit.

**Academic Results** can be found on our website - [www.concordcollegeuk.com](http://www.concordcollegeuk.com)

Academic staff are expected to teach to the highest possible professional standards and support and uphold the ethos, aims and objectives of the college. All teachers must familiarise themselves with, and adhere to, the many and various policies and systems by which the college is managed and students are cared for.

Teachers at the college are expected to be expert classroom practitioners who are able to enthuse their students and draw out of them the finest examination performances. Staff are in sympathy with

the boarding ethos of the college, assisting with supervisory duties and also contributing to the broader cultural and/or sporting life of the college.

Teachers report to the Head of Department, and ultimately the Principal.

## **Main duties and responsibilities**

The key areas of responsibility for this role are:

- thorough planning, preparation and clear presentation of lessons.
- initiating, facilitating and moderating classroom discussions.
- evaluating and grading students' course work, giving appropriate feedback and maintaining records of students' progress and development.
- researching new topic areas, maintaining up-to-date subject knowledge, and devising and writing new curriculum materials as directed by the Head of Department.
- selecting and using a range of different learning resources and equipment.
- preparing students for qualifications, including external examinations and university entry papers as required.
- managing student behaviour in the classroom and on college premises.
- participating in regular departmental meetings, INSET, College training events, observation and professional review in order to maximise the quality of teaching.
- use of the iSAMS database.
- writing regular, informative and individual reports on students.
- promoting the general well-being of students and communicating with heads of houses, boarding parents and/or personal tutor responsible.
- participating in and organising extracurricular activities as appropriate and as required by the Head of Department, the Concord Senior Team and the Principal.

### **General and College Responsibilities**

This job description is not intended to be a comprehensive statement of procedures and responsibilities, but instead sets out the principal expectations of the College in relation to the postholder's professional responsibilities and duties. We are looking for an individual who is adaptable, flexible and willing to carry out the wide range of duties that are likely to be required to make a success of this role.

You should be willing to assist in other areas of work within the College which are within your skills and capabilities, as reasonably requested by your line manager.

## **Person Specification**

In order to meet the high standards expected of staff at Concord College, we seek to employ a person with the following qualities, experience, skills and abilities:

### **Education & Qualifications**

- A high-quality degree with Economics as the sole or major focus;
- a formal teaching qualification would be an advantage;
- general secondary education or equivalent;
- well-developed understanding of the English language;
- GCSE Maths and English



## **Experience & Knowledge**

- Proven experience teaching Economics;
- capability of teaching Economics expertly and confidently to all age groups 13-19;
- a willingness to accommodate the needs of students from a variety of linguistic backgrounds;
- numeric skills and confidence in IT, with the ability to pick up new IT procedures quickly;
- effective and efficient administrative skills;
- the ability to contribute to the extra-curricular provision of the department and the life of the college;
- good working knowledge of health and safety law and practices;
- good organisational and interpersonal skills;
- the ability to work collaboratively and professionally with a wide range of people;
- ability to prioritise workload and work effectively under pressure to tight deadlines;
- high degree of common sense, adaptability and resourcefulness;
- experience of working in a boarding school.

## **Personal attributes, skills and values**

- A passionate advocate of their subject;
- confidence in supporting and stretching students of all potential;
- honesty and integrity;
- tact and diplomacy;
- reliability;
- drive and energy;
- ability to deal in an appropriate manner with students and staff;
- flexibility in outlook in order to respond to the College's needs;
- generosity of spirit - the role is likely to require hard work and a professional attitude to the commitment required in a boarding school;
- willingness to take on further training to assist with other roles as required / needed by the college;
- self-motivated and enthusiastic;
- good organisational and interpersonal skills;
- ability to work as part of a team;
- ability to motivate and enthuse others;
- a clean driving licence.

## **Terms of appointment**

### **Remuneration and benefits**

We offer a competitive remuneration package.

Concord College employees are entitled to a complimentary lunch (when the kitchen is in operation), participation in a defined contribution pension scheme with employer contribution, an employee assistance programme, life assurance cover, a cash health plan, free parking, income protection and reduced school fees (subject to your child being awarded a place at Concord College).

### **Holidays**

Teaching staff will not normally be required to work during College holidays, except for pre-sessional staff meetings and training, and post-sessional report writing. Teachers are entitled to the statutory minimum holiday entitlement under the Working Time Regulations 1998 which is to be taken during

College holidays. Public and bank holidays occurring during College terms may well be working days.

### **Hours of work**

Teaching staff are expected to work the hours necessary to fulfil their role to the highest possible professional standards, and be available for all scheduled lessons, duties, meetings and other associated activities. Teachers are also expected to actively support College events as far as possible and contribute to the broader life of the College, demonstrating flexibility.

### **Safeguarding and child protection**

Concord College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. Child protection screening is undertaken, which includes checks with past employers and the Disclosure and Barring Service. The College's central role and responsibility is in caring for the welfare of its students. It recognises its statutory duties to pass on concerns and to work with other agencies in the field of safeguarding children.

All staff have a responsibility for promoting and safeguarding the welfare of children with whom they come into contact and are required to adhere to and ensure compliance with the College's Safeguarding Policy.

### **Health and Safety**

In accordance with the Health and Safety at Work Act etc. 1974 and associated legislation, all employees must comply with and assist the College in the implementation of its Health and Safety Policy. Employees must also adhere to any requirements arising from, or relating to, and relevant risk assessments. Specifically, employees must carry out all duties in a manner which does not endanger themselves or others.

### **Equality and Diversity**

Concord College is an equal opportunities employer. Employees must comply with the College's Equal Opportunities Policy and equality, diversity and inclusion practices in force and must carry out their duties in a manner which does not discriminate against any person on the grounds of any protected characteristic.

### **Code of Conduct**

Employees at Concord College are expected to work together cooperatively showing respect, courtesy and helpfulness to others at all times. Employees should work to actively support and promote the College's positive ethos and culture and must act in accordance with the College's Staff Code of Conduct.

### **Data Protection**

All employees must comply with the College's Data Protection Policy and must carry out their duties in a manner which is consistent with this policy and data protection legislation generally.

## **How to apply**

Please complete an application form which can be obtained from our HR Department at [recruitment@concordcollege.org.uk](mailto:recruitment@concordcollege.org.uk) or call +44 1694 731631.

Application forms are also available on our website: <https://concordcollegeuk.com/about-us/working-at-concord/>

Please note CVs will only be accepted if submitted with a fully completed and detailed application form.

The closing date for applications is noon on **Monday 24 March 2025**.

We expect to schedule interviews during the week beginning **Monday 31 March 2025**. Interviews will take approximately [two] hours and will be held at the College. As part of the process you will be given a tour of the College and attend a panel interview. You will also be asked to provide documentation confirming your identity and qualifications and a search of your on-line social media presence may also be conducted as part of our due diligence checks.

There is no need to visit Concord College before applying as our website provides plenty of information, including key policies.

All applications will be acknowledged.

This post is exempt from the Rehabilitation of Offenders Act 1974. Our policy in relation to the recruitment of ex-offenders can be found on the College website.

**Concord College, Acton Burnell, Shewsbury SY5 7PF**

[www.concordcollegeuk.com](http://www.concordcollegeuk.com)

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