



JOB DESCRIPTION

1. Job Information

Job Title:	Teacher of Economics and Business Studies
Responsible for and Work Location(s):	Harrow International School Hong Kong
Department:	Economics and Business Studies
Section:	-
Start Date / Duration / Appointment Type:	Start date: August 2026 – March 2027 Appointment Type: Fixed-term Contract
Reporting to:	Head of Economics and Business Studies
Dotted Line to:	Assistant Head (Continuing Professional Development)
Line Managing:	-
Relationships	<ol style="list-style-type: none">1. School community including academic and non-academic staff2. Vendors (including architects & designers, contractors, service providers)3. AISL Harrow Group4. Parents and Pupils

2. Job Purpose

The Teacher of Economics and Business Studies is a member of the Economics and Business Development Department and reports to the Head of Economics and Business Development on all matters relating to the teaching and learning of this subject. An important part of the role is a focus on developing the contribution of the Economics and Business Development curriculum to the reinforcement of the leadership attributes outlined in the School's vision statement Educational Excellence for Life and Leadership.

3. Responsibilities and Competencies

Responsibilities

Responsible for setting high standards of teaching and learning within the classroom, including:

- High expectations of pupils in every aspect of their work
- A commitment to academic excellence and the development and implementation of schemes of learning to ensure that each pupil develops at an appropriate pace through differentiated planning and teaching
- Supporting every pupil to achieve their academic potential
- Achieving excellent public examination results
- Assessing pupils effectively and providing precise verbal and written feedback
- Tracking pupil progress and putting in place any interventions needed to support pupil progress
- Using rewards and sanctions effectively
- Providing high quality written and verbal reports to parents
- Keeping up-to-date with subject developments outside the school
- Fostering a spirit of academic enquiry among pupils

Educational Excellence for Life and Leadership

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Contribute to the development of teaching and learning in the relevant year group and department, and across the School where necessary, including:

- Being actively involved in the development and creation of schemes of work
- Contributing to departmental teaching and learning tips by sharing ideas of best practice
- Being actively involved in the teaching observation programme, providing and receiving constructive feedback as appropriate
- Undertaking administrative tasks that are designated by the Head of Economics and Business Studies, thereby contributing to a sense of teamwork and aiding professional development
- Helping, as appropriate, to advise pupils with university applications and supporting them in preparing for applications and interviews
- Actively offering ways in which pupils can extend their learning outside of the classroom developing their knowledge, skills and passion for your subject

Offer an effective contribution to pastoral care in the School, including:

- Being a Tutor in one of the Prep School or Senior School boarding or day Houses to a group of boys or girls (day pupils and boarders) as designated by Senior Deputy Head (Whole School)
- If a Tutor in a boarding House, undertaking supervision duties in that boarding House during one evening per week
- Implementing safeguarding procedures at the School

Offer an effective contribution to the extra-curricular and wider school programme, including:

- Contribute to the Harrow Horizon's programme, by participating in the School's Super Curriculum and Co-Curricular programme in one or more activities as directed by the Deputy Head (Co-Curricular and Organisation)
- Contribute to the School's Futures Programme
- Participate in our Leadership In Action week, either leading, or supporting the leadership, of a local or international service trip
- Be actively involved in the wider life of the school, including involvement in trips and residentials, including participating in Leadership in Action Week.
- Helping, as appropriate, to advise pupils with university applications and supporting them in preparing for applications and interviews

Actively engage in professional development and performance review, including:

- Actively seek opportunities to develop professionally including subject-specific knowledge, teaching and learning theory and research, and career-related goals
- Participate fully in the annual Professional Performance Review and proactively participate in the various CPD opportunities given by both the School and the Harrow Academy Programme
- Participate in School-wide CPD initiatives and be prepared to share expertise in CPD programmes

Other responsibilities:

- Undertaking duties as the Head of School or a delegated representative may reasonably request.

Education is ever-changing and all staff are expected to participate constructively in school activities and to adopt a flexible approach to their work. Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The post holder will be expected to comply with any reasonable request from the line manager to undertake work of a similar level that is not specified in this job description. This job description will be reviewed regularly and may be varied in light of the business needs of the school.

4. Required Qualifications and Experience	
Education	<ul style="list-style-type: none"> • Bachelor's Degree or above in Economics and Business Studies
Qualifications	<ul style="list-style-type: none"> • A recognised teaching qualification that leads to full teacher certification/licensure (e.g., UK PGCE with QTS, or international equivalent) from an accredited institution. • Acceptable personal and professional background checks with the ability to be allocated unsupervised access to children (as reported via an International Child Protection Certificate background check and/or appropriate police and other checks from relevant countries of present and previous residence/work).
Knowledge	<ul style="list-style-type: none"> • A strong understanding of effective classroom pedagogical practice • Familiarity with the National Curriculum of England • Up-to-date knowledge of successful and innovative teaching • Knowledge of the latest curriculum developments and initiatives • Ability to teach a second subject is desired
Experience	<ul style="list-style-type: none"> • A proven track record of delivering on academic performance • Experience of collaborating with colleagues