



WOODBRIDGE  
SCHOOL

*Work with us*

TEACHER OF BUSINESS  
APPLICATION PACK

# Teacher of Business

**Salary: £31,343 to £46,114 per annum,**

***Pro rata for part time***

**0.8 to 1 FTE**

**Start Date: September 2026**

Woodbridge School is seeking an enthusiastic, talented and inspirational **Teacher of Business** to join our dedicated staff team from **September 2026**. This is an excellent opportunity for someone eager to develop their practice within a highly supportive and forward-thinking environment.

Woodbridge School is one of Suffolk's leading academic schools, set in a beautiful part of the county and just 1 hour 20 minutes from London. Our community is renowned for its warmth, sense of purpose and strong values. We offer a rich co-curricular programme, excellent facilities, and a highly supportive environment for professional growth.

Whether you are an experienced teacher looking for a fresh challenge or an Early Careers Teacher starting your career, we welcome applicants who are passionate about their subject and committed to delivering exceptional teaching and learning. The successful applicant will have a passion for the subject and will be capable of teaching up to and including A level.

The successful candidate will be passionate about Business and capable of delivering high-quality teaching up to A Level, with some teaching of Economics desirable. You will join two thriving departments and contribute fully to their academic life, ensuring that pupils are engaged, challenged, and supported to achieve their full potential.

## **Key Responsibilities**

- Deliver stimulating, challenging and well-structured lessons across the Senior School (ages 11–18), tailored to meet the needs of individual learners.
- Set high expectations and inspire students to develop a deep interest in Business.
- Demonstrate excellent subject knowledge and strong communication skills.
- Contribute to departmental development, enrichment activities, and the wider co-curricular life of the School.
- Play an active role in the pastoral care of pupils, supporting the School's warm and inclusive ethos.

## **Why Join Us?**

You will join a welcoming, friendly and dedicated staff body, with excellent professional development opportunities and a strong, supportive ethos that places clear importance on staff wellbeing. This role also offers the chance to make a meaningful contribution to both the academic and co-curricular life of the School.

For more information about the school and this opportunity, and to download an application pack, please visit: <https://www.woodbridgeschool.org.uk/about/staff-vacancies/>.

**Closing date:** 22 April 2026

**Interviews:** W/C 27 April 2026

***We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.***

*Woodbridge School is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an enhanced check from the Disclosure and Barring Service (DBS).*

# JOB DESCRIPTION

<b>Job Title:</b> Teacher of Business	
<b>Department:</b> Teaching	
<b>Hours:</b> 0.8 – 1 FTE	<b>Accountable to:</b> Head of Business & Economics
<b>Job Purpose</b> Teachers are expected to provide excellent standards of teaching, learning and pastoral support, whilst also contributing to the extra-curricular life of the school.	
<b>Key Responsibilities (Academic):</b> <ul style="list-style-type: none"><li>• Encourage pupils to appreciate the value of their subject and provide them with appropriate knowledge, understanding and skills. This will encompass:</li><li>• Preparing and teaching challenging and stimulating lessons, with due regard to pupils' individual needs across the ability range.</li><li>• Maximising pupils' learning and teaching experiences in your classes, setting high expectations.</li><li>• Regularly setting and marking homework, with clear feedback for pupils as to how to improve.</li><li>• Engaging in informal lesson observation and participating in the exchange of good practice.</li><li>• Engaging in other out-of-class activities to consolidate and extend the knowledge of pupils.</li><li>• Preparing pupils for examinations.</li><li>• Researching new topic areas, maintaining up to date subject knowledge and devising/writing new curriculum materials as required.</li><li>• Working within the departmental framework as a member of the team, contributing to meetings and departmental activities.</li><li>• Having clear rules and routines for behaviour in classrooms, and taking responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy; and,</li><li>• Selecting and using a range of different learning resources, including IT to provide variety in teaching methods and to stimulate learning.</li></ul>	

### **Key Responsibilities (Pastoral):**

- Carrying out tutoring duties as assigned by the School.
- Creating and maintaining strong, supportive relationships with staff, parents/carers, pupils and the community.
- Contributing to the formal and informal pastoral, spiritual, moral, social and health-related education of pupils through the pastoral system and beyond.
- Keeping up to date with safeguarding knowledge and legislation in relation to working with and protecting pupils; and,
- Contributing to the wider, extra-curricular life of pupils and of the School.

### **Wider Responsibilities:**

- Being responsible for personal professional development through the appraisal system and CPD.
- Being cognisant of, and having empathy with, the aims and objectives of the School;
- Participating in 'standard' occasions, e.g. Speech Day, Open Day and parents' evenings, meetings, INSET, etc.; and,
- Undertaking any other reasonable and relevant duties in accordance with the changing needs of the School.

*This job description is not exhaustive, and it is expected that the post-holder will be flexible in their approach, and undertake any reasonable duties as requested.*

### **General Responsibilities**

#### **Health and Safety**

You have a legal duty to take reasonable care of your own health and safety and that of others and you are expected to be familiar with, and adhere to, Woodbridge School's Health and Safety Policy and Health and Safety law.

#### **Child Protection Statement**

Woodbridge School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. You will be expected to support this approach in the context of your role and to adhere to and ensure compliance with our policy at all times. If in the course of carrying out your duties, you become aware of any actual or potential risks to the safety or welfare of children you must report any concerns to the appropriate Safeguarding Lead. You will also be expected to qualify and maintain an enhanced DBS check to the school's requirement before starting in work for the school.

**Brand Values**

Ensure your work, communication and approach conforms to the brand values and house style of Woodbridge School. Keep up to date, and comply with the Woodbridge School, Policies and Procedures at all times.

# PERSON SPECIFICATION

<b>Education and Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
Educated to Degree level with PGCE	✓	
Evidence of recent training or CPD	✓	
<b>Knowledge and Experience</b>		
Ability to teach Business up to A level	✓	
Ability to teach Economics up to A level		✓
Ability to teach Geography up to GCSE level		✓
Ability to teach another subject to KS3 (e.g. Computing)		✓
A good awareness of the latest research on teaching and learning and how it can be successfully implemented	✓	
<b>Skills and Attributes</b>		
The ability to work co-operatively with others to inspire and motivate	✓	
Clarity of thought and excellent organisational skills	✓	
Energetic and enthusiastic with the ability to maintain and create strong, supportive relationships with staff, parents, carers and pupils	✓	
Aspirational and empathetic, holding a genuine belief in the potential of every pupil	✓	
<b>Safeguarding</b>		
All staff are expected to evidence their commitment to promoting the health, welfare and safeguarding of children	✓	
<b>Personal Qualities</b>		
Willingness and ability to be flexible and open to change	✓	
Ability to relate to staff, students, and parents/carers	✓	
Demonstrate a 'can do' attitude	✓	
Work well with the team but also able to work effectively alone	✓	
Ability to remain calm and function well under pressure	✓	
Committed and willing to be fully engaged in the whole life of the school, including extra-curricular activities	✓	

Other		
Driving Licence		✓

# BENEFITS

Pension	Teachers' Pension Scheme, subject to a Total Pay and Benefits approach – further details can be provided on request
Sick Pay	Occupational Sick Pay, subject to eligibility criteria
School Fees	School fee remission may be available depending on individual circumstances and at the discretion of the Governors
Training	Relevant training costs will be met in full. This will be subject to conditions concerning repayment if the employee leaves for any reason within a given period.
Other Benefits	34 Week Academic Year Free parking Complimentary lunch is available when the Dining Room is in operation Access to Employee Assistance Programme

# INFORMATION FOR APPLICANTS

In order to apply please complete the application form.

Application forms can be downloaded from the School's website  
<https://www.woodbridgeschool.org.uk/about/vacancies/>

Please apply preferably by email, stating "Teacher of Business" in the title line to:  
[recruitment@seckford-foundation.org.uk](mailto:recruitment@seckford-foundation.org.uk).

If you are unable to apply by email then please post your application, marking "Private and Confidential" to the People Team at:

Woodbridge School  
Marryott House  
Burkitt Road  
Woodbridge  
Suffolk  
IP12 4JJ

All information will be treated as strictly confidential.

If you have any questions or enquiries regarding the application process, please ring the People Team on 01394 615170.

All appointments are subject to the usual pre-employment checks to meet vetting and barring requirements. For more information about the application and vetting process please refer to the Explanatory Notes provided.

*Woodbridge School is committed to safeguarding and promoting the welfare of children and young people and all applicants must be willing to undergo child protection screening appropriate to the position, including checks with past employers and the Disclosure and Barring Service.*