



# INTERNATIONAL COMMUNITY SCHOOL

**Job Title:** Business Studies Teacher

**Employer's Name:** International Community School

**Employment Start Date:** August, 2024

**School/Campus:** Kumasi Campus

## ABOUT THE SCHOOL:

International Community School Ghana is a world-class institution providing students with an inclusive holistic and international education needed to succeed in college/university and become patriotic leaders.

We educate confident, responsible and engaged learners from preschool through to high school. Our students take the Cambridge International Exams, IGCSE and the AS/A Level Exams.

## THE POSITION:

The successful candidate will be responsible for the delivery of the Business Studies curriculum. He / She will teach, assess students' work and guide them towards achieving appropriate qualifications according to the Cambridge IGCSE and A Level syllabus.

## BENEFITS

ICS ensures that its teachers/staff are well catered for by offering them incentives and benefits as much as the resources of the school would allow.

These benefits are as follows:

1. **Competitive Remuneration**
2. **Bursary/Scholarship for staff wards (Maximum of 2 kids)**
3. **Continuous Staff Training and Development for professional growth.**
4. **Provident fund Contribution**
5. **Enterprise Trustees Contribution**
6. **Social Security Contribution**
7. **Health Insurance**

## PRIMARY ROLE:

- Identifying clear learning and teaching objectives and content and specifying how these will be taught.
- Setting tasks for class, group and individual work, which challenge students and ensure high levels of student interest. This includes teaching through "challenges" where children's learning is not capped and they have greater ownership of the work they undertake.
- Planning, setting and responding to homework, in line with the agreed policy for each year group.

- Setting high expectations for students learning, motivation and presentation of work
- Ensure that teaching and learning objectives are met through effective teaching, high expectations, sound learning and discipline and a purposeful working atmosphere in the classroom.
- Establish and maintain good discipline, by following the school strategy for behaviour management.
- Establish a safe learning environment in which students feel safe, secure and confident.
- Use a variety of teaching methods which will foster and stimulate enthusiasm for learning, and maintain motivation.
- Differentiate appropriately for all abilities in the class, setting high expectations for all but not capping student learning.
- Give clear instructions, presentations and question students effectively to ensure participation.
- Respond to all students' work effectively, in line with the school's assessment strategy so that students are clear about how they have achieved and their next steps.
- Will ensure that appropriate study materials are available in good time and that homework, when given, is marked promptly so that timely feedback to pupils may be provided.
- Plan, prepare and teach according to the Business Studies syllabus
- Prepare the pupils for the examination
- Maintain discipline so that the learning objectives of the class and the provisions of the School's Health and Safety policy are met.
- Take part in the appraisal of his/her own work performance and must be prepared to assist in the appraisal of colleagues.
- Mark, work promptly and provide sound feedback and guidance.

#### **PERSON SPECIFICATION:**

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- ❖ Bachelor's degree in Business Studies.
- ❖ Minimum of 2 years of experience in a similar role.
- ❖ A Postgraduate degree Business Studies is preferred.
- ❖ Teaching experience with the Cambridge IGCSE/A-Level Curriculum for Business Studies will also be an advantage.
- ❖ Relevant certification or license is required.
- ❖ A solid grounding in classroom management and school procedures.
- ❖ Solid knowledge of subject matter including subject-specific curriculum and assessments.
- ❖ Proficient in the use of technology and computer applications as required.

#### **KEY SKILLS AND COMPETENCIES**

- ❖ Able to maintain a high standard of professional conduct
- ❖ Able to handle stress
- ❖ Outstanding communication skills

- ❖ Creative and innovative
- ❖ Outstanding problem-solving skills
- ❖ Willingness to offer regular additional support to students outside of normal teaching time.
- ❖ A desire to participate in the wider life of the school, contributing with enthusiasm to extracurricular clubs and activities on a regular basis.
- ❖ Exceptional attention to detail.

**Application Instructions:**

**NOTE:**

Kindly submit your CV and a cover letter, a letter of recommendation from your current Head and contact of two references who will be contacted if shortlisted. Only shortlisted applicants would participate in the exam writing, teaching demonstration and interview. All appointments are subject to identity checks, criminal record checks and successful references.

Submit queries, if any and your completed application to [hr@icsghana.info](mailto:hr@icsghana.info)