# Teacher in Charge of Economics

Full-time preferred; part-time applications will be considered

Information for Applicants

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# Manchester High School for Girls

A Manchester High School Girl is known by her confidence and compassion. She is bright and passionate with a love of learning and is ambitious for herself and others. She is a kind, caring, well-rounded individual who wants to make a difference.

***Our girls are remarkable.***



***Mrs Helen F Jeys – Head Mistress***

At MHSG, we have been helping pupils achieve their potential since 1874 and have educated many women, who have made significant changes to our world. We are proud of our reputation for academic excellence but recognise that our extra-curricular opportunities and caring ethos are equally important in supporting our pupils as they become outward looking and forward- thinking young women.

Wellbeing is a priority and we help pupils develop an awareness of their own value as well as their responsibility towards others. We encourage our pupils to develop character; to build resilience, self- confidence and self-esteem so that they can flourish as individuals. We encourage them to aim high and be 'risktakers', embracing the importance of failure and viewing challenges as steppingstones to future progress.

We believe these qualities are fundamental for happiness and success both at school and in the world beyond Manchester High.

Our pioneering alumnae epitomise our approach. From the Pankhurst sisters who fiercely campaigned for women's voting rights, through to today's leaders, such as Deputy Political Editor of ITV News, Anushka Asthana, Catherine Mayer, Cofounder of the Women's Equality Party and Dr Kotska Wallace, Principal Engineer at the European Space Agency, our pupils go on to make a real difference.

Manchester High School for Girls does indeed have a long and distinguished history but we strongly believe an even more exciting future lies ahead.

# Manchester High School for Girls

Manchester High School for Girls is one of the leading independent girls' day schools in the country. It is a selective, academic school and is amongst the top schools nationally.

For over 150 years, Manchester High School for Girls has taken pride in giving girls an academic education of the highest quality. Founded in 1874, the School has made a pioneering contribution to the development of women's education. All three of Mrs Pankhurst's daughters were educated here. The School takes its inspiration from its traditions and continues to produce students who distinguish themselves in many professions, becoming role models of successful and influential women. The character of the School has also been shaped by its accessibility to girls from a wide variety of social, cultural and religious backgrounds so that a community has developed which both values individuality and promotes tolerance.

The School is a nondenominational, independent day school, which has charitable status. It is also a member of the Girls' Schools Association and of the Association of Governing Bodies of Independent Schools. Since 1893, the School has provided means tested financial support for a significant number of girls. A range of school bursaries is currently offered in order to make places available to those from low income families, and currently approximately 10% of girls in the Senior School are in receipt of some form of financial assistance.

The girls are drawn from a broad geographical area including Greater Manchester, Cheshire, Derbyshire and Lancashire. Special buses transport most of the girls to school and there is a supervised 'girls only' bus serving both the preparatory and the senior girls who live in the Hale, Altrincham and Bowdon areas. Admission to the Senior School is by examination and interview. Entry to the Preparatory School is from the age of three and sometimes occasional vacancies are available for entry at other ages.

Admission is selective by means of an assessment for infants and an entrance examination in Mathematics and English for the juniors.

The Senior School caters for girls from eleven to eighteen and the Preparatory School provides for girls from three to eleven. Most girls in the Preparatory School progress into the Senior School. The majority of our eleven year old entrants, however, are drawn from many other schools, both independent and maintained primary. Some are admitted at sixteen to pursue Sixth Form courses.

## The Curriculum and Timetable

Upon entry, girls are placed in one of four parallel form groups in which they are taught for most subjects, although setting is implemented in some subjects. All follow an extensive, strongly academic programme of study, culminating in outstanding examination results at GCSE and A-level.

The School offers a wide choice of subjects at A-level and GCSE, with over 20 subjects offered at each level. Girls take the equivalent of nine or ten GCSEs, followed by 3 A-levels in the Sixth Form. Almost all leave to pursue a degree at a university of their choice and, each year, a significant number gain admission to Oxford or Cambridge.

## Pastoral Support, Care and Guidance

Highly effective systems of student support have been established where the roles of the Form Tutor, Head of Year and Head of Section are pivotal. The work of the pastoral team is greatly enhanced by the School Nurse and the School Counsellor. Other key staff who contribute to the provision of pastoral support, care and guidance include the Director of Sixth Form, a SENco, Well Being Coordinator and Head of Careers. Administrative support for the work of the Deputy Head (Pastoral Care), Heads of Section and the Heads of Year is provided by the Pastoral Secretary.

## Current staffing

The staff of the Senior School consists of the Head Mistress, two deputy Heads, Director of Finance and Operations, five Assistant Heads and around 75 teachers.. The Preparatory School is led by the Head of the Preparatory School who is responsible to the Head Mistress supported by three Assistant Heads, with 16 teachers and 10 teaching assistants. The Deputy Heads, the Director of Finance and Operations, Director of Sixth Form and the Head of Preparatory School form a Senior Leadership Team working closely with the Head Mistress. In additional there are 5 technicians, a full-time professional librarian with an assistant, 4 visiting speech and drama teachers and a large team of visiting instrumental music teachers. There is a full time school nurse. The Head's Personal Assistant is also the Office Manager and there are 15 other ancillary staff supporting the offices of the Head and the Director of Finance and Operations, as well as providing administrative assistance for the staff. In addition, there is an Estates Manager and 6 maintenance staff

## Extra-curricular activities

There is a wide variety of extra-curricular activities, which are well supported by girls and teachers. Many take place at lunchtime but, in addition, there are numerous theatre visits and

field trips which offer the opportunity for students to develop and follow their interests and talents in music, drama, sport and academic areas. Every year there are drama productions and music festivals; the School's performance activities have an excellent reputation. There is a full schedule of sporting fixtures including netball, cross country, hockey, athletics, tennis, rounders, swimming and water polo. All girls in Year 7 attend a residential induction course and there are regular opportunities to participate in sport tours and other trips abroad.

## Development and Marketing Department

The School's Development and Marketing Department is split across the two functions. The marketing side of the team is responsible for overseeing anything related to the Manchester High School for Girls 'brand' and promoting what is on offer here to prospective parents and students through advertising and PR. The team also maintain the School's various social media platforms and website.

The Development aspect of the department's work involves maintaining links with over 4,000 members of the School's alumnae community and raising funds for the School's Bursary Fund. The team is heavily involved in organising a number of flagship events in the Manchester High calendar, including the annual Founders' Lecture. The links the department has are vital in enabling the School to build close working relationships with the Manchester business community and the team also supports the Careers Department by managing Project Pankhurst (our alumnae mentoring scheme for Sixth Formers) and the 'Insight Into…' careers panel events.

## Inspection and Future Plans

The Independent Schools Inspectorate (ISI) conducted an inspection of Manchester High School for Girls in September 2024 and the School was found to be fully compliant with all of the regulatory requirements.

A strategic development plan, which runs from 2024-2027, is in place. The School is continuing to work to maintain a culture in which learning is preeminent and in which change is welcomed in the pursuit of improvement.



# Agreed Statement of Educational Purpose and Aims

## Our purpose

Manchester High School for Girls was founded in 1874 "To impart to the girls the very best education which can be given and to fit them for any future which may be before them".

Today, the School maintains these guiding principles by encouraging each individual pupil to achieve educational excellence over a broad range of subjects and to develop an awareness of her own value and a sense of responsibility towards others.

## Our aims

### The School aims to:

- Develop an understanding of the value of education as an end in itself and to instil a love of excellence and culture.
- Encourage the achievement of the highest academic standards and individual potential.
- Provide a broad and varied range of subjects and activities offering each girl the opportunity to develop her talents within a single sex school.
- Educate the whole person so that girls leave school with a sense of self-worth, self-discipline, and an ability to contribute with confidence in an increasingly competitive and technological world.
- Draw on the School's social, cultural and religious mix of pupils, to enable girls to live and grow in an atmosphere of mutual respect.
- Encourage qualities of caring, kindness, honesty and loyalty and to foster high moral standards.

# Economics at Manchester High School for Girls

## Teaching and Curriculum

Economics is offered as an A-Level subject and is a popular choice. There are two teaching groups in both Junior Sixth(Year 12) and Senior Sixth (Year 13). The curriculum follows the Pearson A-Level Economics B specification, which includes both economics and business content, allowing students to explore how firms, markets and government policies interact in real-world contexts. Teaching is of a consistently high standard. lessons are interactive, discussion-based and rooted in contemporary examples, enabling students to apply theory to issues such as inequality, environmental policy and global trade. The subject teachers encourage analytical thinking and academic independence, supporting students to become confident and articulate economists.

## Examination Results

A-level examination results in Economics are consistently excellent. In 2026, 100% of all grades were A to B and 48% of all grades were A. Over the past three years, 83 candidates in total have taken A-level Economics with 96% of grades for these candidates at A* to B and 40% of grades at grade A*. Value added performance in A-level Economics is also consistently excellent.

## Accommodation

Most economics teaching takes place in classrooms in our modern, well-equipped Sixth Form Centre. The teaching environment is well-resourced, bright, spacious and supports discussion and independent study.

## Curriculum Enhancement and Extra-curricular Activities

Students taking A-level Economics (as well as other interested Sixth Form students) have the opportunity to enhance their studies by participating in a variety of curriculum enhancement activities including Young Enterprise, Junior Traders, essay competitions and residential trips to London/Paris

# The post, job description and person specification

## Purpose of Appointment

The Teacher in Charge of Economics is the subject leader, and is therefore responsible to the Deputy Head (Teaching and Learning) and the Head Mistress, for the organisation, teaching, assessment and development of the subject throughout the Senior School, ensuring that each student is encouraged to develop their potential to the full in a climate of positive achievement. The subject leader should seek to create an atmosphere which is harmonious and productive both for students and staff.

**Key Responsibilities:**
The core purpose of the subject leader is to provide professional leadership and to strategically manage a subject area to secure high quality teaching, effective use of resources and improved standards of learning and achievement for all students. The Teacher in Charge of Economics, as subject leader, must work closely with the senior team in each of the key areas and liaise with other colleagues as appropriate.

**Salary**:
Manchester High School for Girls has its own salary scale and the salary for the role will be dependent on qualifications, knowledge and experience.

**Required from:**
01 September 2027.

## Specific Responsibilities

**Teaching and Learning (Full-time preferred; part-time applications will be considered)**

- Ensure curriculum coverage, continuity and progression for all students, including the gifted and talented and those with special needs.
- Provide guidance on appropriate teaching and learning methods.
- Establish and implement clear assessment and marking policies and a system of record keeping.
- Use prior achievement data and baseline data effectively to analyse and interpret school data in relation to national data to inform subject development.
- Set clear expectations of both staff and student behaviour in line with school policies.

- Develop links with the wider community to extend and enhance the teaching and to develop students' wider understanding.
- Plan and prepare lessons for students according to their age and aptitude including the setting and marking of work according to the School's teaching and learning policy.
- Assess, record and report on the development, progress and attainment to students in accordance with school policies.
- Participate in arrangements for preparing students for both internal and public examinations and in assessing students for the purpose of such examinations; recording and reporting such assessments; and participating in arrangements for students' presentation for and supervision during such examinations.
- Communicate, consult and, where appropriate, cooperate with parents and other persons outside the school.
- Contribute to oral and written assessments, reports and references relating to individuals or groups of students.

**Leading and Managing Colleagues**

- Establish clear expectations and constructive working relationships among staff, devolving responsibilities and delegating tasks.
- Use the School's Professional Review and Development process to establish training needs and future targets for colleagues.
- Lead professional development of colleagues through example and support, and by using, for example, coaching or subject associations for wider development.
- Work with the Learning Support Coordinator and the Pastoral Heads to ensure the needs of the students are met.
- Work with the Librarian and others to develop and evaluate independent learning.

**Administration and Supervision**

- To maintain good order and discipline among the students of the School and safeguard their health and safety, both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
- To participate in meetings at the School, or externally, which relate to the curriculum for the school or the administration to organisation of the school including pastoral arrangements.
- To supervise and, so far as practicable, teach for a reasonable length of time any students whose teacher is not available to teach them.

**Monitoring and Evaluation**

- Evaluate the teaching of the subject and use this to identify effective practice and areas for improvement and take action where necessary to improve the quality of teaching.
- Set clear standards for student achievement and the quality of teaching and evaluate progress and achievement of all students.

**Efficient and Effective Deployment of Staff and Resources**

- Establish staffing and resource needs for the subject with the senior team and likely priorities for expenditure.
- Be involved, with the Head Mistress/Deputy Head, in the process of recruitment of staff.
- Maintain existing resources and explore opportunities to develop or incorporate new resources, including information and communications technology.
- Create an effective and stimulating teaching and learning environment through the efficient use of subject accommodation and to have responsibility for overseeing its maintenance.
- Ensure that there is a safe working and learning environment in which risks are properly assessed.

**Strategic Direction and Development of the Subject**

- Within the context of the School's aims and policies, develop and implement subject plans, targets and practices and contribute to the school strategic planning process
- Provide a pivotal link between the department and the wider community.
- Promote and market the subject effectively within the school and the wider community.
- Be accountable to the Head Mistress and Governing Body for the quality of the provision within the subject area

**Pastoral Support and Guidance**

- To carry out tutor administrations duties on behalf of the School.
- To provide a stable framework for girls within the particular tutor group and to help them relate to the rest of the school community.
- To monitor the academic progress and pastoral welfares of each girls in the form, initiating appropriate action where necessary.
- To act as a point of reference between parents and staff who teach the group
- To deliver the Well Being programme

**Professional Development**

- To participate in the system of Professional Review and Development
- To review methods of teaching and participate in arrangements for further training and professional development as a teacher.
- To keep up to date with ICT developments to a level that enables a teacher to carry out their responsibilities effectively.

## General Responsibilities

- To carry out any other reasonable request of the Head Mistress.
- This job description may be subject to reasonable changes in the future, to reflect changing circumstances and to aid professional development.

# Person Specification

The successful candidate must have the following skills and abilities:

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| **Essential Skills and Abilities** | • Honours graduate<br>• Qualified Teacher Status<br>• Experience of teaching A-level Economics<br>• An enthusiasm for the subject and the ability to communicate this successfully to colleagues and students<br>• Excellent organisational and administrative skills<br>• An excellent classroom practitioner with a creative and imaginative approach to teaching and learning<br>• Exceptionally well-developed inter-personal skills<br>• The ability to work calmly under pressure and to relate to a wide range of people within the School<br>• A willingness to contribute to the School as a whole and in particular to extra-curricular activities and subject trips/visits<br>• Rigorously professional in all respects<br>• The ability to think and plan strategically<br>• The ability to manage staff within the subject area who have other roles within the school environment.<br>• Smart appearance<br><br>Applicants must share the commitment of the School to safeguarding and promoting the welfare of children at all times. |
| **Desirable Criteria** | • Experience of teaching Pearson B A-level Economics<br>• Experience of teaching Business<br>• Experience of examining A-level Economics<br>• Leadership experience |
| **Essential Qualifications** | • Honours graduate<br>• Qualified teacher status |

## Additional Information

### Salaries and Other Benefits

- There is a 25% discount on school fees for the daughters of full time members of staff. For part time staff, the discount is pro-rata
- There is a generous staff training budget. All colleagues are encouraged to continue their professional development.
- Teachers are enrolled into our APTIS pension scheme unless they choose to opt out of the scheme.
- Tea and coffee are provided at break and at the end of the school day. Light refreshments are provided for colleagues who remain in school for evening events.
- We offer an Employee Assistance Programme alongside a number of free staff wellbeing initiatives.
- There is a fitness suite in the Sports Complex and a free staff membership is available subject to appropriate medical assurances.
- We offer free on-site parking, where available.

### Other Information

- This School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- MHSG is committed to equal opportunities for all of its employees and its policy is available on request.
- The School has a no smoking policy throughout the premises, and a smart dress code.
- All applicants who are offered employment will be subject to an enhanced criminal record check and the Children's Barred List check for the Child Workforce from the Disclosure & Barring Service (DBS), which must be cleared before the appointment, is confirmed. Candidates will be required to submit the subsequent DBS certificate to the School prior to their employment. All candidates are also required to present their examination qualifications for inspection at the interview stage.
- In accordance with the Asylum and Immigration Act 1996, the Governing Body will require candidates to provide documentary evidence at interview that they are legally entitled to live and work in the United Kingdom.
- Manchester High for Girls adheres to the Data Protection Act 1998.We will obtain information about you including any criminal convictions you may have. All information will be kept confidential and it will only be used to process your application. If your application is unsuccessful, all your information will be deleted from our systems and disposed of in a secure manner.
- Upon appointment the successful candidate will be required to complete a medical questionnaire which will be kept on their confidential personnel file.

- The School website, www.manchesterhigh.co.uk, is regularly updated and has a wide range of additional information, including the full ISI Regulatory Compliance Inspection reports.

## Child Protection & Safeguarding

This role involves contact with children and engagement in "regulated activity" as defined in the DFE document "Keeping Children Safe in Education 2026. A copy of our policy can be found on our website.

Manchester High School for Girls (the School) is committed to acting in the best interests of the child and will take actions to enable all pupils to have the best outcomes. The safety and welfare of children is the statutory responsibility of all those who come into contact with them in the School.

All staff, volunteers and governors will be proactive in trying to identify possible safeguarding issues and will report concerns immediately to one of the School's Designated Safeguarding Leads (DSLs).

## Arrangements for Applicants

1. Please apply by submitting to the Head Mistress at **recruitment@mhsg.manchester.sch.uk:**

   • a fully completed application form, including examination grades, dates of awards and the names and contact details of two referees, one of whom must be your current or most recent employer. Applicants should note that we write for references during the selection procedure and the School will check with past employers as to the suitability of a candidate to work with children. Applicants should also note that certificates are required for all qualification listed on the application form.

   • a supporting letter outlining how your experiences and/or personal qualities would enable you to contribute to the development of a thriving subject area and school.

2. The closing date for receipt of applications is **1st December 2026 at 9:00am.**
3. Interviews will take place in the week commencing **7th December 2026.**
4. Unfortunately, we are not able to acknowledge all applications, but applicants who have not been invited for interview by the date indicated above should assume that, on this occasion, their application was unsuccessful.


This is
Manchester
We do
things
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