



Abbey Gate College

Job Description & Person Specification	
Role	Head of Business
Age-Range Taught	14-18
Contract	Full time, permanent
Start Date	September 2026
Salary (FTE)	Abbey Gate College's Pay Scales

Introduction from the Head:



Our wonderful Senior School and Sixth Form are enviably located in the historic Saighton Grange buildings, with stunning views across beautiful countryside towards the Welsh mountains and the Cheshire sandstone ridge; and our dedicated Infant and Junior School is just down the road in the charming and picturesque village of Aldford.

Our College is a unique, inspiring, and memorable place to learn and grow, where our caring and committed teaching and support staff do all that they can to help our students to be the best that they can be.

We are a safe and friendly school community, where we look out for each other and where we work with each child's individual interests, passions, and strengths; while also encouraging them to try new things, take risks, and be creative.

Our Mission:

We are committed, within our safe and caring community, that each one of our students will become the best that they can be and have the self-belief to go forward into this changeable world with courage and with compassion.

Our Aims:

We pursue our whole College mission, guided by three defining and aspirational aims:

SELF
Each pupil cares for their mental and physical wellbeing; learns and achieves to their individual potential; and is content, comfortable and confident to be who they are in our diverse and inclusive College.

SERVICE
Each pupil makes a positive difference to the lives of others in our College, as well as in our local and in wider, global communities.

SUSTAINABILITY
Each pupil contributes towards preserving and protecting the planet we all inherit and share, and has the opportunity to be creative and innovative; to help further humanity's progress in the future.

Nurturing Personal Excellence

Thank you for taking the time to find out more about us. If you feel that you could bring the right balance of care, commitment, expertise, and enthusiasm to our Head of Business role, we would welcome your application.

Craig Jenkinson, MA (Oxon), PGCE, MInstLM, MCCT

The Post:

We are seeking a well-qualified, experienced, and caring Head of Business to join our highly successful and popular department, from September 2026, on a full time, permanent basis.

Applications from candidates interested in part time employment will be considered.

We encourage applicants to view our other current vacancies, as there may be flexibility to combine roles and hours for the right candidate. We also welcome informal contact, from anyone who feels our College may be the right fit for them, to further discuss current opportunities, as there is flexibility across hours and subjects to suit the strengths of successful candidates.

The successful candidate should be a highly effective practitioner with excellent subject knowledge, a passion for Business, and a proven track record of leading strong pupil engagement, progress, and examination outcomes in the subject.

Applications from ECTs are welcome.

As we anticipate a high level of interest in this role, please note that applications are reviewed on a rolling basis. We may interview and appoint a suitable candidate prior to the official closing date of Monday 8th June 2026 at midday; therefore, early applications are encouraged.

Business is taught at GCSE in Key Stage 4 and A Level in the Sixth Form.

The Business Department is dynamic and resourceful and works to enthuse students, as well as encourage them to become independent learners.

Our academic results are extremely strong and well above national average.

Essential

An inspirational teacher with outstanding professional and personal qualities, experiences and qualifications, including:

- Strong communication, organisational / planning and interpersonal skills
- Caring and supportive nature
- Calm under pressure
- Act as a good role model to staff and pupils
- Qualified Teacher Status
- Degree in a Business subject
- Excellent subject knowledge and passion for Business
- Experience of teaching GCSE and A Level Business
- Proven track record of outstanding classroom practice
- Committed to raising standards and monitoring student progress
- Ability to adapt and differentiate their lessons and teaching to suit the needs of the students; maximising their progress
- Proficient with the use of ICT in the classroom
- Confident in using new technologies to share and promote good practice

- Ability to liaise closely with middle and senior management, including heads of year and form tutors, regarding attainment, behaviour and attendance.

Desirable

- Prior involvement in curriculum design or department initiatives
- Ability to teach Economics to A Level
- Competence in using digital platforms and online resources for Business
- Enthusiastic, caring, innovative and creative
- Contribution to co-curricular or enrichment Business activities
- Ability to teach a second subject

Terms & Conditions:

Remuneration

Abbey Gate College operates its own Pay Scale.

Employee Benefits

- Beautiful buildings and stunning grounds in a rural setting, just outside of Chester
- Friendly and supportive colleagues with a strong community feel
- Small class sizes, up to 24 at KS4 and 16 at Sixth Form
- Committed, respectful, and friendly students
- A generous non-contact allocation
- Complementary lunch for all colleagues
- A Defined Contribution Pension Scheme, with Royal London, with an 18% employer's contribution and a minimum employee's contribution of 6% (AVCs optional)
- A Death in Service benefit of 3 x annual salary
- Discounted school fees
- Access to our extensive Employee Assistance Programme, including counselling provision
- Trade Union Recognition
- Free onsite parking

Applicants are recommended to read the College's most recent ISI inspection report, from November 2025, which describes further the unique ethos of our school (available at:

<https://www.abbeygatecollege.co.uk/about-us/inspection-reports/>).

Safeguarding & Child Protection:

Abbey Gate College is committed, as a priority, to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment.

Applicants will, therefore, be subject to stringent vetting and induction processes, including an enhanced DBS disclosure and online checks. **References for shortlisted candidates will be requested prior to interview;** please inform your referees.

Whilst criminal convictions are not necessarily a bar to appointment, this safety consideration will be central to all decisions regarding the employment of staff, approval of volunteers, and standards of external contractors.

Equality, Diversity & Inclusion:

We are committed to equality of opportunity for all staff and to treating all staff with dignity and respect. Therefore, applications from individuals are encouraged, regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief, and marriage and civil partnerships.

Process for Applications:

- **Closing date for applications: Monday 8th June 2026 at midday**

In order to apply for our Head of Business vacancy, please complete our Abbey Gate College application form (available at <https://www.abbeygatecollege.co.uk/about-us/vacancies/>).

Please also include a covering letter, which should be addressed to our Head, Mr Craig Jenkinson, outlining your interest in, and suitability for, the role and the College.

As we anticipate a high level of interest in this role, please note that applications are reviewed on a rolling basis. We may interview and appoint a suitable candidate prior to the official closing date of Monday 8th June 2026 at midday; therefore, early applications are encouraged.

Your completed application form and covering letter should be returned via email to Mrs Sue Moran, HR and Staff Wellbeing Manager, at: sue.moran@abbeygatecollege.co.uk.

Should you require any additional information or assistance regarding your application, please also contact Sue Moran. Please visit our website at www.abbeygatecollege.co.uk for more information about the College.