

# Denton Community College



## Deputy Headteacher Candidate Information

Denton Community College  
Taylor Lane  
Denton  
Manchester  
M34 3NG

0161 336 2219

[www.dentoncommunitycollege.org.uk](http://www.dentoncommunitycollege.org.uk)





## Welcome from the Chair of Governors

Dear Applicant

On behalf of the Governors at Denton Community College I extend to you a very warm welcome and thank you for expressing an interest in our Deputy Headteacher post.

The success of our school is built on a foundation of strong relationships with an ethos of support, inclusivity and challenge. The successful candidate will demonstrate such values and make an outstanding contribution to our school community.

I hope you find the information provided useful and I look forward to reading your application should you feel that you are a suitable candidate.

Professor Mel West FRSA  
Chair of Governors



## Our Letter from Head Boy and Girl

Thank you for your interest in applying to help lead our school.

The students of Denton Community College would like a Deputy Headteacher who interacts with students on a daily basis. Someone who is visible, is approachable and excellent with students. The fantastic relationships that currently exist between the teachers and students are very important to us and we'd like it to be important to our next Deputy Headteacher.

We want someone who is willing to give recognition to students who excel in all subjects so that no subjects are overlooked.

It is important that the new Deputy Headteacher is firm but fair. Essentially, someone who is consistent in their approach but also understanding of the varying needs of our students. A successful Deputy Headteacher should also ensure there is consistency from all staff so that all students are treated equally.

Ultimately, the students of Denton Community College want a new Deputy Headteacher who listens to students and takes on board what they have to say. We need someone who is as passionate about the success of our students as our staff. Someone who is supportive of our staff and cares about our wider community, but most importantly understands the importance of producing happy, healthy students who can achieve to the best of their individual abilities.

## Our Mission Statement

Denton Community College provides a happy confident and successful learning community where everyone is valued and challenged to achieve their personal best.

Our aim is to prepare young people to meet the challenges of being life-long learners, leaders, and good citizens who are able to meet the demands and expectations of a world that is ever changing. Learners will understand and believe in their own potential and will take responsibility for their learning and have pride in their development.



## ABOUT DENTON COMMUNITY COLLEGE

Denton Community College is an 11-16 fully inclusive mixed comprehensive school with 1350 students. The town of Denton is situated within the Metropolitan Borough of Tameside, in Greater Manchester. It is five miles (eight km) to the east of Manchester city centre, and has a population of around 27000. The location of the town also places it within 5 miles of the High Peak and is a drivable commute from the Peak District National Park, an area of outstanding natural beauty.

## JOB DETAILS

Employer	Denton Community College
Location	Denton, Tameside
Salary	£61,341—£69,330
Contract type	Full Time
Contract term	Permanent
Posted	13/04/2018
Closing date	27/04/2018



## Are you a strategic visionary who can build on our strengths in moving the college to the next level of our aspirations.

The successful candidate will be able to inspire and motivate colleagues and students, by providing support, appropriate challenge, and leadership on standards within the School. We seek not only an outstanding classroom practitioner but someone able to handle this challenging position with imagination, inspiration, experience and integrity. The Deputy Headteacher plays a pivotal role in developing the College's response to the educational landscape. They will need the ability to think systematically and creatively, provide strong leadership and inspire staff to become involved in our journey to excellence. As well as leading on standards within the school, they will enjoy strategic oversight for curriculum and staffing.

The successful candidate will:

- Evidence strong, strategic leadership and management skills
- Be a strategic thinker
- Have a proven ability to lead and manage change
- Evidence experience of effective management of standards within an educational context
- Have a strong record of raising achievement
- Have outstanding communication skills with the ability to communicate effectively at all levels
- Demonstrate experience of positively enhancing an organisational ethos.





## JOB DESCRIPTION

### Purpose of the Post

To lead and manage the Denton Community College to secure high quality learning and teaching which will enable students to achieve at the highest level possible through the most efficient deployment of resources.

### Key Responsibilities:

#### Responsibilities Common to all Leadership Team

- Implement strategies for the efficient running of the College within the policies adopted by the Governing body;
- Contribute to, articulate and where appropriate model the College Vision;
- Initiate and lead change to improve and develop the College;
- Monitor, evaluate and review classroom practice to support improvement strategies
- Challenge underperformance at all levels, following up by implementing appropriate action plans;
- Lead in the day to day management of all aspects of the College, its students, its employees and resources;
- Ensure the maintenance of agreed standards of student behaviour and discipline across the College;
- Ensure the maintenance of high morale amongst staff and set a personal example of professional standards of performance and behaviour;
- Ensure the maintenance of effective relations with parents/carers and the educational and wider community of the College;
- Support the headteacher in the development and maintenance of effective learning and teaching to further the students' spiritual, social, moral and cultural development;
- Deputise for the Headteacher when required to do so.

#### Responsibilities Specific to the Deputy Headteacher

Specific responsibilities will be discussed and allocated when an appointment is made based upon the skills and experience of the successful candidate. The role will be identified as either:

**Deputy Headteacher:** Standards – Student Performance

or

**Deputy Headteacher:** Standards – Subject Performance

## PERSON SPECIFICATION

		Essential/ Desirable	Sources of Evidence
<b>Qualifications</b>	Degree	E	<b>Letter of Application &amp; Certificates</b>
	Relevant Teaching Qualification (e.g. PGCE)	E	
	Post-Graduate Research Qualification (e.g. M.Ed.)	D	
	Educational Leadership Qualification (e.g. NPQH)	D	
<b>Shaping The Future</b>	<b>Knowledge of:</b>	E	<b>Letter of Application, Selection process &amp; References</b>
	Local, national and global trends in education.	E	
	New technologies, their use and impact helping to lead change.		
	<b>PROFESSIONAL QUALITIES</b>		
	<b>Can evidence a commitment to:</b>		
	Collaborative college vision of excellence and equity (high standards/expectations for all students).	E	
	Ensuring challenging and ambitious targets are set.	E	
	Inclusion.	E	
	<b>Can evidence an ability to:</b>		
	Think strategically.	E	
	Build, communicate and implement a shared vision.	E	
	Contribute to strategic planning processes.	E	
	Demonstrate creative and innovative skills.	E	
	Inspire, challenge, motivate and empower others.	E	
	Model the values and vision of the college (actively promote ethos).	E	
<b>Leading Learning &amp; Teaching</b>	<b>Knowledge of:</b>		<b>Letter of Application, Selection process &amp; References</b>
	Strategies for raising achievement and achieving excellence.	E	
	New and emerging technologies to support teaching and learning.	D	
	Models of teaching and learning (including organisation and learning styles).	E	
	Principles of effective teaching and learning (lesson observation).	E	
	Line management responsibilities (performance management).	E	
	College self-evaluation (monitoring and evaluation).	E	
	Strategies for developing outstanding teachers.	E	
	Curriculum design and management to meet the needs of all learners.	D	
	<b>PROFESSIONAL QUALITIES</b>		
	<b>Can evidence a commitment to:</b>		

Raising standards for all in pursuit of excellence.	E
The entitlement of all students to outstanding teaching and learning.	E
<b>Can evidence an ability to:</b>	
Demonstrate personal enthusiasm for the learning process.	
Lead teams of others in developing the principles and practice of outstanding learning and teaching.	E
	E
Challenge poor performance.	E
Develop relevant strategies for improved performance.	E

**Developing  
Self &  
Working With  
Others**

**Knowledge of:**

The significance of interpersonal relationships and models of CPD.	E
Strategies to promote individual and team development.	E
The inter-connection between managing performance, CPD and sustained college improvement.	E

**Letter of  
Application,  
Selection  
process &  
References**

**PROFESSIONAL QUALITIES**

**Can evidence a commitment to:**

Effective working relationships.	E
Shared leadership.	E
Effective team working.	E
Effective performance management (ensuring that team leaders are properly accountable for the performance of their team members).	D
CPD for self and others.	D

**Can demonstrate the ability to:**

Foster an open, equitable culture and manage conflict.	D
Develop, empower and sustain individuals and teams.	E
Collaborate and network within and beyond the college.	D
Give and receive effective feedback and act to improve personal performance.	E

**Managing  
The  
Organisation**

**Knowledge of:**

Models of organisations and principles of organisational development.	D
Principles and models of self-evaluation.	D
Principles and strategies of college improvement.	E
Earned autonomy.	E
Implementation of change.	E
Policy creation.	D
Informed decision-making.	E
Performance management.	E
Legal issues.	D
Strategic financial planning	D

**Letter of  
Application,  
Selection process  
&  
References**

## PROFESSIONAL QUALITIES

### Can evidence a commitment to:

Distributed leadership and management.	D
Contribution to college policies.	D
Strengthening the college's organisational capacity.	D
Development of a safe, secure and healthy environment.	D

### Can demonstrate the ability to:

Establish and sustain appropriate structures and systems.	E
Manage the college effectively and efficiently on a daily basis.	E
Delegate responsibly.	E
Prioritise, plan and organise self and others.	E
Make high quality judgements and decisions.	E
Think creatively to anticipate and solve problems.	E

### Securing Accountability

#### Knowledge of:

Statutory educational frameworks;	E
Use of range of evidence/data to support, monitor, evaluate and improve performance;	E
Principles and practice of quality assurance systems.	E

## PROFESSIONAL QUALITIES

### Can evidence a commitment to:

Principles and practice of college self-evaluation.	E
Individual, team and whole-college accountability for student learning outcomes.	E
The college working effectively towards the academic, spiritual, moral, social, emotional and cultural development of students.	E

### Can demonstrate the ability to:

Analyse data to understand the strengths and weaknesses of the college.	D
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### Letter of Application, Selection process & References

### Strengthening Community

#### Knowledge of:

Current issues and future trends that impact on the college community.	E
The strengths, capabilities and objectives of other schools.	D

## PROFESSIONAL QUALITIES

### Can demonstrate a commitment to:

Effective teamwork within the college and with external partners.	D
Collaboration and networking with other schools to improve outcomes.	D

### Letter of Application, Selection process & References

**Can demonstrate the ability to:**

Engage in a dialogue which builds partnerships and community consensus on values, beliefs and shared responsibilities.

**D**

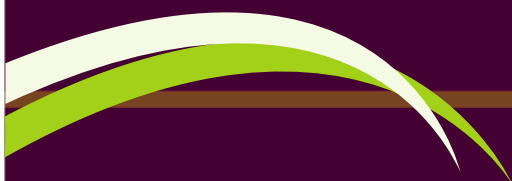
Understand the importance of listening to, reflecting and acting on community feedback.

**E**

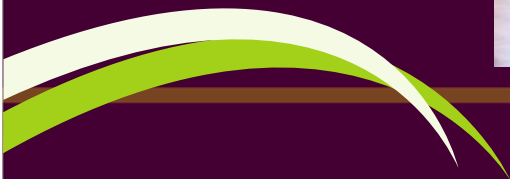
## **GENERAL INFORMATION**

As with all job descriptions it may be necessary to undertake any reasonable task required and sometimes at short notice, that is not described here. All staff need to be aware of and practise the current Health and Safety regulations in accordance with Government, Tameside LA, and College policies. The post-holder is expected to be part of the whole-college staff team and to be able to use his/her initiative. The ability to respond positively to ever-changing and demanding circumstances is essential.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.







The successful applicant will have the experience and ability to help lead the school on the next stage of its development. Opportunities will include:-

- Continue to develop the curriculum to further improve student outcomes.
- Assist in managing the planned increase in student numbers.
- Working closely with the Local Authority to address the budget challenges associated with a PFI building.
- Developing the existing strong links with a number of our local Primary Schools.



## HOW TO APPLY

Download the application pack from the website:

<http://www.dentoncommunitycollege.org.uk/category/staff-vacancies/>

If you have any questions or would like to visit the school, please contact Lesley Pope on 0161 336 2219

Please send the completed application form and two page covering letter, explaining why you are the right person for the role to [recruitment@dentoncommunitycollege.org.uk](mailto:recruitment@dentoncommunitycollege.org.uk).

**CLOSING DATE: 27/04/2018.**