

Person Specification – Head of Department

| CRITERIA | ESSENTIAL | DESIRABLE |
|-----------------------------|--|---|
| Qualifications | <ul style="list-style-type: none"> • A graduate in a relevant discipline • To hold a teaching qualification that is recognised by the DFE • To have evidence of continuing and recent professional development relevant to the post | |
| Experience | <ul style="list-style-type: none"> • Have taught subject area at all levels of ability in both KS3 and KS4 | <ul style="list-style-type: none"> • At least 2 years' teaching experience • Experience within more than one school • Experience as a form tutor |
| Knowledge and understanding | <ul style="list-style-type: none"> • Have a detailed knowledge of the GCSE requirements • Able to plan lessons effectively, setting appropriate and demanding expectations for students' learning • Able to mark and monitor students' class work and homework, provide constructive oral and written feedback, set targets for students' progress and provide information to parents as required | |
| Skills | <ul style="list-style-type: none"> • Ability to produce accurate work to tight deadlines under pressure • Ability to communicate clearly in writing and orally a variety of audiences • Ability to be able to deal sensitively with pastoral issues relating to staff and students • ICT skills that reflect the impact of technology on today's classrooms | <ul style="list-style-type: none"> • Is able to contribute to extra-curricular activities outside own subject area |
| Management | <ul style="list-style-type: none"> • Ability to analyse and evaluate data on students • Ensure appropriate curriculum provision for all students across the faculty | <ul style="list-style-type: none"> • Experience of supporting and monitoring |
| Attitude | <ul style="list-style-type: none"> • Commitment to the Academy's aims, ethos and vision | |