

## Head of Department Person Specification

Essential	Desirable	From
-----------	-----------	------

### Qualifications

Qualified teacher status or recognised equivalent	<input checked="" type="checkbox"/>		A
Degree in related subject specialism	<input checked="" type="checkbox"/>		A
Additional, relevant, professional qualification		<input checked="" type="checkbox"/>	A

### Experience

Teaching experience with the age range and/or subject(s) applying for	<input checked="" type="checkbox"/>		A
Mentoring/ Coaching or other development work with colleagues	<input checked="" type="checkbox"/>		A
Previous experience of leading a department		<input checked="" type="checkbox"/>	A
Ability to use/ analyse assessment data systems to raise standards		<input checked="" type="checkbox"/>	A

### Knowledge and skills - the ability to...

Efficiently and effectively manage administrative work	<input checked="" type="checkbox"/>		A, I
Develop a curriculum and understand and lead on assessment	<input checked="" type="checkbox"/>		A, I
Support staff and students in maintaining high standards	<input checked="" type="checkbox"/>		I
Form good working relationships with all staff	<input checked="" type="checkbox"/>		I
Create a stimulating and safe learning environment	<input checked="" type="checkbox"/>		I
Effectively manage behaviour within a department	<input checked="" type="checkbox"/>		I
Establish and maintain a purposeful working atmosphere	<input checked="" type="checkbox"/>		I
Plan, prepare and deliver a curriculum relevant to the age and ability of the groups taught	<input checked="" type="checkbox"/>		A,I
Assess and record the progress of students' learning	<input checked="" type="checkbox"/>		A,I
Demonstrate a commitment to equal opportunities	<input checked="" type="checkbox"/>		I
Teach using a wide variety of strategies to maximise student progress and learning	<input checked="" type="checkbox"/>		A,I
Encourage children in developing self-esteem and respect for others	<input checked="" type="checkbox"/>		A,I

Successfully deploy a wide range of effective behaviour management strategies	✓		I
Communicate to a range of audiences using a variety of techniques	✓		I
Use technology to support student learning		✓	A,I

### Commitment - demonstrate commitment to...

Motivate others and adopt a positive approach to education	✓		I
Equality	✓		I
Promoting The Global Academy vision and ethos	✓		A,I
Establishing a high quality, stimulating learning environments	✓		A,I
Relating to and showing respect for all members of the school and wider community	✓		A,I
Ongoing relevant professional self-development	✓		A,I
Safeguarding and child protection	✓		A,I

### Key

A Evidence from application form and personal statement

I Evidence from a face to face interview