



Headteacher – Bohunt Horsham*

Job Description

Accountable to: Chief Executive Officer

Job purpose

To provide highly effective leadership for the whole school community, by demonstrating:

- Excellence in the learning and teaching process.
- Strength in strategic direction and development.
- Positive leadership and management of staff.
- Effective deployment of resources.
- Transparent accountability.

Main Accountabilities (the list below is neither exhaustive nor exclusive)

1. The learning and teaching process, to

- Establish provision of optimal learning in all its forms, to ensure that students enjoy an outstanding learning experience and environment.
- Develop sustained excellence in teaching, in order to facilitate the above, by investing in the professional development of all staff.
- Lead the curricular development and implementation of the new school including our response to new developments in the curriculum.
- Remove barriers to learning and progress.
- Actively promote the personal development and wellbeing of all students.

2. Strategic direction and development, to

- Crystallise what being an 'all-through' school means in reality.
- Establish a high expectation and aspirational culture within the school.
- Promote a 'can do' ethos and vibrant future vision for the school.
- Keep curriculum provision and its impact on student outcomes under constant review.
- Look outwards to establish effective relationships with other schools, the wider community and business networks.
- Ensure the provision of rich and diverse co-curricular opportunities.
- Create a culture of innovation

3. Positive leadership and management of staff, to

- Establish a tangible 'team' culture within staff including the nurture and development of staff new to the academy
- Identify and nurture talent without regard to years of teaching experience
- 'Walk the talk' in systematically promoting good practice and addressing weaknesses.

4. Effective deployment of resources, to

- Be the Trust's key partner, and consultant to, the build team encompassing the DfE and contractors
- Assume responsibility for the optimal management of all available resources.
- Contribute to the strategic discussion regarding current facilities and potential future developments.

5. Transparent accountability, to

- Be the key partner with, and consultant to, the governing body and the Trust.
- Ensure there is open accountability to students, staff, parents and carers.
- Ensure the professional development and personal accountability of all staff through the Performance Management system and in keeping with Trust policy and procedures

6. Marketing and Recruitment, to

- Organise and distribute promotional literature
- Advertise and run highly successful events, including advertising the school to prospective parents
- Establish the new academy as the school of choice in the local area

Person Specification – Head

Criteria	Essential	Desirable	Evidence
1. Qualifications			
Successfully completed NPQH qualification		Y	A
Masters level degree		Y	
2. Knowledge and Experience			
Extensive successful experience of school leadership at whole school level	Y		A
- In an all-through school		Y	A
Demonstrate successful teaching experience across a wide age and ability range	Y		A/I
An excellent understanding of educational practice	Y		I
Experience of adapting successful teaching practice in response to local and national demands of new initiatives		Y	I
Practical experience of developing successful bids for grants/additional funding		Y	I
Understanding of, and commitment to, removing barriers to learning		Y	I
Committed to leading and establishing a vision of excellence that sets high standards for every student	Y		A/I
Comprehensive knowledge of the safeguarding of children	Y		I
Evidence of improving students' outcomes	Y		I
Experience of starting a project from scratch		Y	A/

3. Personal skills/qualities			
Proven leadership ability in a school setting	Y		A/
Ability to develop teams at all levels and to delegate effectively	Y		I I
The ability to promote by personal example the positive behaviour of students within the school community and beyond	Y		A/
An effective communicator both within the school and the wider community, with the ability to develop key strategic partnerships	Y		I
The ability to challenge, influence and motivate others to attain high goals	Y		I
An ability to motivate and inspire students, through personal engagement	Y		I
A commitment to continuously raising standards of the school	Y		I
Engage the school community in the systematic and rigorous self-evaluation of the work of the school	Y	Y	I

Key to evidence column: A = Application Form I = Interview