



St Joseph's

Roman Catholic High School
& Sports College

Person Specification Head of English

The person appointed will be expected to be familiar with and able to demonstrate the skills, qualities and attributes listed below.

Essential	Desirable	Method of Assessment
Catholic Ethos		
1. A willingness to work to explicitly enhance and develop the Catholic ethos of our school	<ul style="list-style-type: none"> Practising Catholic 	1. Application Form Application Letter References Interview Process
Qualifications and Training		
1. Qualified teacher status 2. Degree level qualification in English 3. Evidence of Further Professional Development	<ul style="list-style-type: none"> Catholic Teachers' Certificate Additional qualifications Evidence of working as a reflective practitioner, using a variety of approaches to secure on-going professional development Experience as an external marker Experience of a leadership role Ability to teach A Level 	1. Qualification Certificates 2. Application form 3. Application form
Leadership & Management		
1. Successful track record of raising attainment and securing progress as a 2 nd or Head of Department 2. Evidence of lead involvement in effective department and/or school self-evaluation 3. To have the experience of using a range of tools and evidence, including data, to evaluate the effectiveness of learning and teaching and challenging underperformance 4. Excellent interpersonal skills which facilitate a positive working environment 5. Evidence of success and innovation in leading Inclusion initiatives within current responsibilities 6. Willingness to take a full part in the life of the school 7. Have the potential and aspiration to undertake a more senior Leadership Post		1. Application form 2. Application form 3. Application form & interview 4. Application form & interview 5. Application form & interview 6. Application form & interview 7. Application form & interview

Knowledge and Experience

<ol style="list-style-type: none"> 1. Understanding of the process for school improvement against the current Ofsted Framework 2. To be an outstanding classroom practitioner 3. To understand the issues that may affect students achieving their full potential 4. Evidence of seeing new initiatives through to completion and evaluation of their impact. 5. To have experience in identifying underachievement and planning appropriate intervention. 6. To have contributed to the identification, planning and implementation of curriculum enrichment activities. 7. An understanding of current educational initiatives and their impact on the school. 8. To have an understanding of self evaluation and its role within school improvement. 9. To have an understanding of and experience of the principles and practices in relation to teaching and learning, people, policy and planning, resources and finance. 10. The ability to promote the spiritual, moral and cultural development of pupils. 11. Excellent communication skills. 12. Effective use of Assessment for Learning to engage students as partners in their learning 	<ul style="list-style-type: none"> • Commitment to extra-curricular activities 	<ol style="list-style-type: none"> 1. Application form and Interview 2. Interview 3. Application form 4. Application form & interview 5. Application Form & interview 6. Application Form & interview 7. Application Form & interview 8. Application Form & interview 9. Application form and Interview 10-12 Application form and Interview
---	---	--

Skills, knowledge and aptitude

<ol style="list-style-type: none"> 1. Use of strategies to promote good student relationships and high attainment in an inclusive environment 2. Ability to use and promote a wide range of teaching methodologies 3. Excellent communication and presentation skills 4. Competent use of ICT 5. Competent co-ordinator and motivator 6. Ability to plan and resource effective interventions to meet curricular objectives 7. Ability to assess the performance of others and respond appropriately 8. Ability to form and promote positive relationships with staff, students, parents, local community and outside agencies. 		<ol style="list-style-type: none"> 1. Application form, Interview and Lesson Observation 2. Application form and Interview 3. Application Form and Interview 4. Application Form and Interview 5. Application Form and Interview 6. Application Form and Interview 7. Application Form and Interview 8. Application Form and Interview
---	--	--

Personal Attributes

<ol style="list-style-type: none"> 1. Ability to work under pressure, to be a calm influence and to meet deadlines 2. Excellent organisational skills 3. Ability to sustain own motivation and that of other staff 4. Energy, ambition and enthusiasm 5. Ability to prioritise and manage own time effectively 6. Sense of humour 7. Ability to establish and maintain good relationships with others 8. To communicate effectively with staff 9. To have regard for the work-life balance of themselves and others 		<ol style="list-style-type: none"> 1. Application Form and Interview 2. Application Form and Interview 3. Application Form and Interview 4. Application Form and Interview 5. Application Form and Interview 6. Application Form, Interview and Lesson Observation 7. Application Form, Interview and Lesson observation 8. Application Form and Interview 9. Interview
--	--	--