**Our Lady of Victories RC Primary School**

Person Specification: Headteacher

The core purpose of the headteacher in the Catholic school is to provide leadership in the context of a community rooted in the Catholic faith. Thus it is an essential requirement the person appointed to the post has a strong, personal faith and recognises the opportunities and challenges facing the Catholci school as a vibrant part of the mission of the Church in education

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| **SELECTION CRITERIA** | **Method of Assessment** | **Essential or Desirable** |
| Faith Commitment |  |  |
| 1. A practising and committed Catholic with a secure understanding of Catholic education |  | E |
| 2. Willingness to offer a witness to the teachings of Christ and a  commitment to and involvement in the life of Christ |  | E |
| 3. A secure understanding of the distinctive nature of the Catholic school |  | E |
| 4. Understanding of the headteacher’s role as pastor |  | E |
| 5. Understanding the school’s role in the Catholic and wider community |  | E |
| 6. Ability to demonstrate care, compassion and reconciliation |  | E |
| 7. Ability to lead acts of worship in a Catholic school |  | E |
| 8. Evidence of participation in parish or Catholic community life |  | D |
| Qualifications |  |  |
| 1. Qualified Teacher Status |  | E |
| 2. Honours graduate or equivalent |  | E |
| 3. Evidence of appropriate in service training including areas of particular relevance to the leadership of Catholic schools |  | E |
| 4. Catholic Certificate in Religious Studies, Catholic Teachers’ Certificate or  knowledge and understanding to an equivalent level |  | D |
| 5. NPQH Qualification or enrolment confirmed |  | E |
| 7. Evidence of ability to lead quality professional development opportunities |  | E |
| Experience |  |  |
| 1. Substantial and successful teaching experience across the primary age  range |  | E |
| 2. Successful senior leadership and management experience in a primary  school |  | E |
| 3. Successful experience of leading one or more subject areas, key stages or whole school curriculum initiatives |  | E |
| 4. Experience of the development and implementation of whole school  policies in a Catholic primary school, taking account of the distinctive  Catholic ethos  |  | E |
| 5. Experience of developing and implementing effective programmes for the professional development of the staff |  | D |
| 6. Experience of resource planning and financial management |  | D |
| 7. Involvement in implementing and monitoring the school Development  Plan (SDP) |  | D |
| Strategic Leadership |  |  |
| 1. Ability to articulate and share a vision for a Catholic school |  | E |
| 2. Ability to inspire and motivate all in the school community |  | E |
| 3. Evidence of successful strategies for planning, monitoring, reviewing and evaluating school improvement |  | E |
| 4. Ability to analyse data, develop strategic plans, set targets and achieve  desired outcomes |  | E |
| 5. Ability to develop policies and procedures that demonstrate the Catholic  ethos of the school and a commitment to equal opportunities for all |  | E |
| 6. Understanding the role of the Governing Body in a Catholic school |  | E |
| 7. Ability to develop and maintain a positive culture of high expectation  and performance  |  | E |
| 8. Understanding of and commitment to promoting safeguarding and  welfare of pupils  |  | E |
| Learning and Teaching |  |  |
| 1. A secure understanding of the statutory requirements for the curriculum and assessment |  | E |
| 2. Knowledge and experience of a range of successful learning and teaching strategies to meet all pupils’ needs |  | E |
| 3. A secure understating of assessment procedures and practices which enhance pupils’ learning |  | E |
| 4. Experience of effective monitoring and evaluation of learning and  teaching |  | E |
| 5. Experience of individual pupil tracking and monitoring to improve achievement including the use of new technology |  | E |
| 6. Successful experience in creating an effective learning environment and developing and implementing policy and practice to ensure excellent  pupil behaviour |  | E |
| 7. The ability to role model excellent teaching |  | D |
| 8. An understanding of the Curriculum Directory for Religious Education |  | D |
| Leading and Managing Staff |  |  |
| 1. Ability to build and support effective teams |  | E |
| 2. Ability to delegate and support colleagues |  | E |
| 3. Experience of performance management for staff and supporting  continuing professional development relevant to the school and the  individual |  | E |
| 4. Understanding of budget planning, staff deployment and effective use of  resources |  | E |
| 5. A commitment to the pastoral care of the staff |  | E |
| 6. Experience of working with governors in strategic areas |  | D |
| 7. Involvement in staff recruitment, appointment and induction |  | D |
| Accountability |  |  |
| 1. An understanding of the relationship between the headteacher and the Governing Body |  | E |
| 2. Ability to communicate effectively in writing and orally to a range of  audiences including pupils, parents, staff, governors, clergy, fellow  professionals and the media |  | E |
| 3. Ability to produce clear reports, information and advice to staff and  governors |  | E |
| 4. Ability to provide clear information to the Diocese and the CES when required |  | E |
| 5. Ability to set targets and the means in which to achieve them |  | E |
| 6. Ability to present the school at its best in the Catholic and wider  communities and in the media |  | E |
| 7. Understanding the criteria for evaluating a Catholic school |  | D |
| 8. Experience of presenting reports to Governors |  | D |
| Skills, Qualities & Abilities |  |  |
| 1. High quality teaching skills |  | E |
| 2. Unreserved commitment to the mission of Catholic schools |  | E |
| 3. High expectations of pupils’ learning and attainment |  | E |
| 4. Strong commitment to school improvement through the pursuit of  excellence |  | E |
| 5. Ability to build and maintain good relationships |  | E |
| 6. Ability to remain positive and enthusiastic when working under pressure |  | E |
| 7. Ability to prioritise, meet deadlines and manage own time effectively |  | E |
| 8. Empathy with children |  | E |
| 9. Good interpersonal skills |  | E |
| Personal Attributes |  |  |
| 1. Stamina, energy, resilience and a sense of humour |  | E |
| 2. Optimistic outlook |  | E |
| 3. Confidence |  | E |
| 4. Commitment to own work/life balance |  | E |