**Person and Job Role Specification**

**Deputy Head Teacher**

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| **Category** | **Essential** | **Desirable** | **Evidence** |
| **Qualifications and Training** | * QTS with acceptable Enhanced DBS Disclosure
* Honours degree in relevant subject
* A-level/s in relevant subject/s
* A record of current and relevant further training and professional development
* A sincere interest in further professional development
 | * Middle or Senior Leader accredited qualifications eg NPQSL
* Wider professional qualifications or experience
* MSc, relevant further training and development
 | * Application Form
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| **Strategic Leadership and Vision** | * Ability to lead, motivate, challenge and inspire staff and students
* Ability to articulate, develop and realise our Ethos and Values
* Take the strategic lead to development your area objectives in line with whole school priorities.
* Ability to initiate and successfully implement change, including raising achievement and progress
* Lead a team to achieve agreed goals
* Clearly and confidently communicate to a range of different audiences
* Deal successfully with situations that may include conflict resolution
* Contribute effectively to work of Trustees (Governors) and senior colleagues
* Effectively chair a variety of meetings
* Lead performance review conversations
* A commitment to inclusive education
* A commitment to Self Directed learning as a preferred pedagogy
* Willingness to embrace elearning and new technologies
 | * Experience of leading whole-school self-evaluation and using the outcomes in development planning
* An awareness of inspection frameworks (SIS) and accountability
* Assessing the effectiveness of teaching, learning and assessment
* Represent the school within the wider community
* Address under-achievement or progress of students
* Support and address poor professional practice
* Assessing the effectiveness of TA and LSA contribution to learning
 | * Application Form
* Interview presentation to Trustees
* References
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| **Successful Experience** | * An ability to evidence a deep knowledge and understanding of your subject(s) and of pupil attainment profiles
* An ability to evidence teaching to a consistently high standard eg progress measures, examination results and value added measures
* Being coached or coaching others
* Tutoring and/or mentoring students
* Evidence of building and sustaining effective professional working relationships with students, staff and parents
* An ability to work effectively as part of a team and to show personal initiative
* Contribute to reporting to parents
 | * Working or training within a “family” of schools
* An awareness of, or experience of, Self-Directed Learning
* Teaching across Key Stages 2-4 or Key Stages 3-5
* Leading department or whole school improvement projects
* A commitment to Professional Development
* Leading the professional department of others
* Mentoring or coaching others staff
* Mentoring students
* Teaching within a Self-Directed Learning model
* Experience of teaching children with moderate to profound learning needs
 | * Application Form
* Interview presentation to Trustees
* References
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| **Expertise** | * The Focus Ethos and Values are promoted and modelled through both your teaching and leadership.
* An ability to intelligently and decisively use data to plan teaching and impact on teaching and learning
* The ability to present “how” to use data for planning and teaching
* Knowledge or experience of reporting to parents
* Using wider school data to improve outcomes for students; eg attendance, rewards / sanctions,
* Ability to offer extra-curricular activities or participate in wider School life
* Manage Performance Review documentation and associated PD requests
* Manage day-to-day operations such as staff absence, EVTs and scheduled school events
* **Lead on the adoption of SDL as outlined in the annual plan and interim milestones.**
 | * Experience of leading data collection and reporting to parents
* Confident EXCEL knowledge and skills
* Confident database knowledge and skills
* An ability and willingness to lead CPD or training
* An ability to lead school improvement groups
* Refined ICT skills, use of education technology and a vision of how ICT can transform learning
 | * Application Form
* Interview presentation to Trustees
* References
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| **Personal Attributes** | * The ability to model and contribute to the Ethos and Values of the Trust
* Empathy and a positive regard for young people and staff
* Energy, tenacity and determination; dedication and a willingness to work hard
* Flexible, adaptable and able to prioritise, plan, and organise effectively; resilience under pressure
* A persona that would command respect from the school and local community
* An ability to manage your workload effectively
 | * The ability to think creatively to solve problems
* Professional ambition
* Self-reflection
 | * Application Form
* Interview presentation to Trustees
* References
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