



Manor High School

Excellence - Inspiration - Care - Respect

Person Specification - Head of Music and Drama (c0.6 FTE)

Attributes	Essential	How Tested	Desirable	How Tested
1. Qualifications / Training	<ul style="list-style-type: none"> Qualification: teacher status A good, relevant degree or equivalent A good or excellent teacher (Ofsted) Eligible to work in the UK Specialism in Music 	AF ID	<ul style="list-style-type: none"> Strong evidence of continuous professional development Experience of teaching in more than one discipline Able to teach KS3 Drama 	AF AF AF
2. Experience	<ul style="list-style-type: none"> Substantial recent experience of classroom experience in 11-16 or 11-18 schools Experience of monitoring and evaluating teaching A high level of ICT competence Knowledge of the role of governors Form tutor Teacher of PSHE/Citizenship 	AF AF / I AF / I AF / I AF / I AF / I	<ul style="list-style-type: none"> Experience of harnessing and embedding new technologies Experience of working with parents and guardians to raise standards Experience of working with community groups 	AF / I AF / I AF / I
3. Knowledge and Understanding	<ul style="list-style-type: none"> A strong understanding of the characteristics of an outstanding school Awareness of strategies to raise student achievement Experience of how to use data effectively to set and monitor targets Knowledge of relevant Health and Safety practice and procedures. A clear knowledge of how students learn and how to improve learning Awareness of current developments in education and the implication of these Commitment to continuing professional development 	AF / I AF / I AF / I AF / I AF / I AF / I	<ul style="list-style-type: none"> Business acumen Successful teaching at post 16 Excellent understanding of the SEN Code of Practice Experience of an Ofsted inspection Experience of staff appraisal procedures 	AF / I AF / I AF / I AF / I AF / I



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Attributes	Essential	How Tested	Desirable	How Tested
4. Skills	<ul style="list-style-type: none"> Ability to lead, provide clear vision and command respect Ability to develop an effective team Ability to motivate staff and students Ability to delegate responsibility, set high standards and provide a focus for improvement Ability to manage change and to monitor and evaluate its impact Ability to analyse data, draw conclusions and communicate solutions in a clear and positive way to a range of audiences Able to: <ul style="list-style-type: none"> communicate effectively orally and in writing work well in a team and to close deadlines demonstrate high levels of competency in the use of ICT be flexible, approachable and resilient under pressure deal sensitively with people and be solution focused maintain a positive approach to work have a sense of humour 	AF / I AF / I AF / I AF / I AF / I AF / I	<ul style="list-style-type: none"> The potential for further leadership responsibility 	I
5. Attitudes	<ul style="list-style-type: none"> Commitment to raising achievement through partnerships with relevant stakeholders Commitment to raising achievement and fulfilling each student's potential Strong determination to maintain and progress school improvement Understanding of the way that the school can promote values and a moral code Commitment to the development of all teaching and associate staff Commitment to equality of opportunity Commitment to race and gender equality and social inclusion Commitment to wider aspects of school life and enrichment 	AF / I AF / I AF / I AF / I AF / I AF / I AF / I		

AF = Application Form I = Interview ID = Identity documents