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**PERSON SPECIFICATION: HEADTEACHER**

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| **Key** | |
| E = Essential D = Desirable | A = Application (application form & covering letter) I = Interview and other activities R = Reference |

**Qualifications & Training**

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| 1.1. Qualified teacher status | E | A |
| 1.2. A relevant graduate qualification (leadership/management) | E | A |
| 1.3. National Professional Qualification for Headship | D | A/I |
| 1.4 Up-to-date Designated Safeguarding Lead Training | D | A |
| 1.5 Communication training (Gordon’s Teacher Effectiveness Training, Non-Violent Communication or similar). | D | I |

**Professional Knowledge, Skills & Experience**

1. Strategic Leadership

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| 1.1 Experience of a Senior Leadership role in a school, including leading school-wide initiatives towards raising achievement for all students. | E | A/I |
| 1.2 A proven ability to act effectively to lead school-wide strategies to safeguard the welfare and wellbeing of all students. | E | A/I |
| 1.3 Experience of using a range of evidence and feedback to strategically develop, implement, monitor and evaluate school development in order to achieve the vision and aims of the school. | E | A/I |
| 1.4 Experience of collaborating effectively with all stakeholders to ensure policies and procedures are effective, compliant and in line with the organisation’s vision and values. | E | A/I |
| 1.5 A proven ability to think critically, reflectively and creatively to innovate, problem solve and lead organisational change. | E | A/I |
| 1.6 A proven ability to secure the commitment of the community to contribute and act in support of a shared vision. | E | A/I |
| 1.7 A deep understanding, knowledge and commitment to the human-centred vision and values of the school. | E | A/I |

2. Educational Leadership

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| 2.1 Substantial experience of teaching in the primary sector. | E | A |
| 2.2 Experience, knowledge and understanding of developing and implementing strategies for raising achievement and improving teaching and learning | E | A/I |
| 2.3 Experience, knowledge and understanding of teaching and curriculum design with a dialogic, co-constructive or enquiry-based approach. | E | A/I |
| 2.4 Experience and understanding of building strong working partnerships with parents, carers and the wider community to support students’ learning and holistic wellbeing. | E | A/I |
| 2.5 A proven ability to inspire and empower teachers to explore innovative teaching and learning practices and create a culture of reflective, collaborative practice and research. | E | A/I |
| 2.6 A strong commitment to respectful communication and developing a caring culture in relationships with children and adults. | E | A/I |
| 2.7 Up to date knowledge and understanding of educational innovation and best practice and national educational policy and initiatives. | E | A/I |

3. Professional Leadership & Management

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| 3.1 A proven commitment to your own personal and professional development and wellbeing. | E | A/I |
| 3.2 Experience of inspiring leadership, responsibility and professional development in others in support of the organisation’s vision and aims. | E | A/I |
| 3.3 Experience of, or the ability to, supervise all aspects of staff management processes including safer recruitment practices, induction, retention, professional development and holding staff to account, in line with legislative requirements and organisational values and policy. | E | A/I |
| 3.4 Experience of, or the ability to, design and evaluate staffing structures and processes to effectively and efficiently support the organisation’s vision and aims. | E | A/I |
| 3.5 Experience of organising and facilitating /delivering training to support and develop an effective staff team. | E | A/I |
| 3.6 A proven ability to effectively oversee a wide remit, including delegating and collaborating on a range of projects and initiatives. | D | I |

4. Community, Communication & External Engagement

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| 4.1 Experience of (or a commitment to), being an active and highly visible member of a learning community. | E | I |
| 4.2 Knowledge and understanding of how to lead and strengthen a co-creative community. | E | A/I |
| 4.3 Experience of building strong professional relationships with children, parents and carers and colleagues to support students’ learning and wellbeing. | E | A/I |
| 4.4 Experience of identifying and engaging effectively with external agencies and networking widely to share and develop knowledge and understanding. | D | I |
| 4.5 Experience and understanding of developing and implementing an effective marketing strategy to publicise the school and promote its vision and values. | D | A/I |

5. Business & Financial Leadership & Management

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| 5.1 Experience, knowledge and understanding of strategic financial planning, including budgeting, monitoring and reporting. | E | A/I |
| 5.2 Ability to organise and manage the school and its resources efficiently and effectively on a day-to-day basis. | E | A/I |
| 5.3 A proven ability for resourcefulness, and an understanding of good value. | E | A/I |

6. Other Knowledge & Understanding

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| 6.1 Up to date knowledge and understanding of safeguarding requirements and procedures for school settings. | E | A/R |
| 6.2 Up to date knowledge and understanding of Health & Safety requirements and procedures for school settings. | E | A/R |
| 6.3 Knowledge and understanding of Equalities legislation and a deep commitment to equality, diversity and inclusion. | E | A/R |
| 6.4 Knowledge and understanding of Data Protection requirements in school settings. | E | A/R |

**7. Personal Qualities & Attributes**

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| 7.1 Pioneering, aspiring and actively interested in exploring new ideas and approaches to education and community. |
| 7.2 Compassionate, empathic, respectful and committed to human-centred values. |
| 7.3 Reflective and self-aware, with a passion for learning and the courage to act with integrity and vulnerability. |
| 7.4 An inspiring leader, able to challenge, empower and nurture others and foster an open, collaborative and purposeful culture. |
| 7.5 Resilient and resourceful, with a creative approach to problem solving. |
| 7.6 Highly organised and able to plan, prioritise and delegate effectively. |