 Crown Hills Community College

**PERSON SPECIFICATION**

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| **Job Title:** | **Assistant Principal** |  |  |
| **College** | **Crown Hills Community College** | **11-16** | **Maintained** |
| **Reports to:** | **Principal** | **Grade:** | **L14-21** |
| **Key areas of Responsibility:** | **Teaching and Learning and Professional Development** | **Salary:** | **£54,250 - £63,779** |
| **Additional:** | **The development and implementation of strategy for the more able** | **Term:** | **Permanent Full-Time** |



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|  | | | **Assessed by:** | |
| **No** | **CATEGORIES** | **Essential/**  **Desirable** | **App Form** | **Interview/**  **Task** |
| **QUALIFICATIONS** | | | | |
|  | A degree qualification | **E** | **√** |  |
|  | Qualified Teacher Status | **E** | **√** |  |
|  | Evidence of Continuous Professional Development | **E** | **√** | **√** |
|  | Middle or Senior Management qualification | **D** | **√** |  |
| **EXPERIENCE** | | | | |
|  | Effective management of a high-achieving team. | E | **√** |  |
|  | At least 3 years successful middle management experience | E | **√** |  |
|  | Track record of delivering outcomes for pupils | E | **√** |  |
|  | Innovation and creativity to engage, enthuse and progress learners. | E | **√** | **√** |
|  | Partnership and team working. | E | **√** | **√** |
|  | Developing and leading the implementation of strategies and INSET to achieve whole school/college improvement. | E | **√** |  |
|  | | | **Assessed** | **by:** |
| **No.** | **CATEGORIES** | **Essential/**  **Desirable** | **App**  **Form** | **Interview/**  **Task** |
|  | Leading improvements in Teaching and Learning. | E | **√** | **√** |
|  | Working as an examiner for an examination board | D | **√** |  |
|  | Experience of managing change successfully | E | **√** | **√** |
| **ABILITIES,SKILLS AND KNOWLEDGE** | | | | |
|  | Ability to teach to GCSE standard | **E** | **√** |  |
|  | Ability to teach to A-level standard (Level 3). | D | **√** |  |
|  | Ability to coach and motivate professionals, individually and within groups, to achieve individual and collective targets. | E | **√** |  |
|  | Ability to develop and implement strategies to enhance and sustain whole school initiatives | E | **√** | **√** |
|  | Ability to work with a range of external agencies and stakeholders to deliver whole-school initiatives. | E | **√** |  |
|  | Ability to communicate verbally with and write reports for a range of stakeholders, including Governors and external agencies. | E | **√** | **√** |
|  | Ability to set clear targets, track and manage progress and develop strategies to achieve desired outcomes. | E | **√** | **√** |
|  | Ability to work autonomously, prioritise conflicting demands and thrive under pressure. | E | **√** | **√** |
|  | ICT skills to manage and report on performance data to a range of audiences (Ofsted, Governors, parents, staff and students). | E | **√** |  |
|  | Understanding of contemporary issues relating to safeguarding, pastoral matters and learning support. | E | **√** | **√** |
|  | Experience of developing and producing outstanding outcomes with the more able | E | **√** | **√** |
| **PERSONAL QUALITIES** | | | | |
| 1. **cid:BA476A33-A696-4F09-B1F7-15130340D693** | Commitment to working flexibly outside of school hours to achieve outstanding outcomes for young people | **E** | **√** |  |
|  | Highly organised, literate and articulate. | E | **√** |  |
|  | A passionate belief in the school’s aims and values. | E | **√** | **√** |
|  | A strong belief in the value of education in developing citizens. | E |  | **√** |
|  | | | **Assessed** | **by:** |
| **No.** | **CATEGORIES** | **Essential/**  **Desirable** | **App**  **Form** | **Interview/**  **Task** |
|  | Highest levels of professional and personal integrity. | E |  | **√** |
|  | A strong commitment to inclusion and overcoming barriers to learning and achievement. | E | **√** | **√** |
|  | Personal resilience, persistence and perseverance. | E |  | **√** |
|  | Commitment to the pursuit of Continuous Professional Development by oneself and others. | E | **√** | **√** |
|  | A sense of humour | **E** |  | **√** |



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