

ROCHDALE BOROUGH COUNCIL PERSON SPECIFICATION

Post: Headteacher – St Mary’s CE Primary School

Group Size 2: ISR L15-21

Note to Applicants:

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

The **Essential Criteria** are the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.

The **Desirable Criteria** are used to help decide between candidates who meet **ALL** the Essential Criteria.

The **Assessment** column shows how the Council will obtain the necessary information about you.

If the **Assessment** column says the **Application Form** next to an **Essential Criteria** or a **Desirable Criteria**, you **MUST** include in your application enough information to show **how** you meet these criteria. You should include examples from your paid or voluntary work.

AF - application form

I – Interview

CC – Checking of Certificates

SELECTION CRITERIA	Assessment	Essential	Desirable
1. Training, Qualifications and Experience			
1.1 Qualified Teacher Status.	AF/CC	X	
1.2 NPQH or relevant postgraduate qualification or working towards NPQH.	AF/CC		X
1.3 Evidence of relevant continuing professional development.	AF/I	X	
1.4 Significant experience as a Headteacher, Deputy, Assistant, Acting or equivalent.	AF/I	X	
1.5 Experience of working in more than one school or educational setting with management responsibilities.	AF/I		X
1.6 Substantial successful teaching experience within the primary age range.	AF	X	
1.7 Track record of leading change effectively.	AF/I	X	
1.8 Track record of using effective strategies for raising pupils’ achievement and meeting the educational needs of all pupils at the school.	AF/I	X	
1.9 Track record of using successful strategies for inclusion and community cohesion.	AF/I	X	
1.10 Experience of effective school development/action planning/monitoring and evaluation process.	AF/I	X	
1.11 Experience of implementing legislation affecting pupils with Additional Educational Needs.	AF/I	X	
1.12 Evidence of the effective use of ICT to support improvement.	AF/I	X	
1.13 Track record of the ability to monitor and evaluate the quality of teaching and pupil achievement and inclusion.	AF/I	X	
1.14 Evidence of the ability to use data to set challenging targets for improvements.	AF/I	X	
1.15 Being proactive in creating partnerships with other schools, community groups and agencies to improve opportunities for children.	AF/I	X	
1.16 Experience of strategies to develop pupil’s personal development, behaviour and wellbeing.	AF/I	X	
1.17 Experience in effectively managing financial resources and a delegated budget.	AF/I	X	
1.18 Experience in planning, reviewing and evaluating resources effectively.	AF/I	X	
1.19 Ability to plan, set objectives and priorities and monitor progress at a strategic level.	AF/I	X	

SELECTION CRITERIA		Assessment	Essential	Desirable
2. Skills and Knowledge				
2.1	To work in partnership with, enable and empower governors to fulfil their roles and responsibilities.	AF/I	X	
2.2	Commitment to sustain and further develop good relationships with parents, pupils, governors, staff, church, and the wider community.	AF/I	X	
2.3	Ability to motivate and support all staff including development of leadership at all levels.	AF/I	X	
2.4	The ability to develop the personality of the whole child including spiritual, moral, social, cultural and academic aspects of development.			
2.5	Ability to communicate clearly with a wide range of people using a variety of media.	AF/I	X	
2.6	Ability to articulate a clear personal philosophy for education.	AF/I	X	
2.7	An ability to lead the school with a clear vision, direction and aspirations.	AF/I	X	
2.8	Ability to develop high quality staff in line with the School Improvement priorities.	AF/I	X	
2.9	Knowledge and empathy of issues related to pre-school, secondary and special education.	AF/I	X	
2.10	Knowledge and understanding of the Curriculum, Early Years Foundation Stage and assessment of these.	AF/I	X	
2.11	Knowledge and understanding of current educational developments.	AF/I	X	
2.12	Able to promote Christian values for the school within the context of the local community.	AF/I	X	
2.13	Commitment to engaging and promoting collaborative partnerships with other schools.	AF/I	X	
2.14	Commitment to maintain and strengthen the significant Christian nature of the school.	AF/I	X	
2.15	Sensitivity to the cultural and contextual needs of our school and its local community.	AF/I	X	
3. Special Working Conditions				
3.1	Evidence of Christian faith commitment.	AF/I		X
3.2	Participate and support a range of out of school activities.	AF/I	X	
3.3	The ability to converse at ease with customers and service users and provide advice in accurate spoken English is an essential requirement of this post.	AF/I	X	