

ASSISTANT HEADTEACHER

PERSON SPECIFICATION

Specification	Essential	Desirable	Evidence
Qualifications	Good honours degree Qualified teacher status	Post graduate qualification	Application form
Teaching experience	Successful teaching experience in 11 – 16 environment	Experience of teaching across the age and ability range	References & lesson observation & interview
Philosophy	Commitment continuous improvement and one's own professional development. Commitment to 'Every Child Achieves' and 100% Philosophy of CMAT. Commitment to sharing best practice. Belief in the positive difference high quality education opportunities make to people's lives.		Application letter & interview
Leadership and Management	Excellent track record as senior/middle leader who is: <ul style="list-style-type: none"> Experienced in dealing with pastoral matters at this level Passionate about education and teaching Are eager for further professional development and promotion Leads by example, communicates vision and inspires stakeholders Dynamic, effective and efficient manager An energetic, optimistic, positive and courageous practitioner Someone who remains calm in adversity and is able to diffuse stressful situations Good-humoured, honest and consistent 		Application letter and interview

Professional knowledge and understanding	Ability to empathise with and understand the needs of 11-18 year olds. Awareness of how to use comparative data for benchmarking target setting and monitoring.		Application letter & interview
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	<p>Understanding of the pastoral role within schools and the work of external agencies.</p> <p>Ability to maintain confidentiality of pupil information.</p>		
Skills attributes and personal qualities	<p>The interpersonal skills to communicate effectively and professionally with staff, students, parents and others.</p> <p>Ability to create a happy, challenging and effective learning environment.</p> <p>Ability to inspire the confidence of students, parents and colleagues.</p> <p>Ability to give and receive effective feedback and act to improve own performance and that of others.</p> <p>Ability to explain ideas clearly and succinctly.</p> <p>Competent user of ICT.</p> <p>Willingness to ask for advice and support where necessary.</p> <p>Self-motivated with a positive can-do attitude.</p> <p>Ability to work as part of a team responsible for supporting the process of teaching and Learning.</p> <p>Ability to work to deadlines and under pressure.</p> <p>Excellent attendance and punctuality record.</p>		<p>References & interview</p>