

PERSON SPECIFICATION

Job Title	Headteacher
Department / Group	Senior Leadership
Reporting	CEO

The successful applicant will demonstrate the following experience, skills and characteristics:	Essential / Desirable
Experience	
<ul style="list-style-type: none"> To be a good or outstanding teacher 	E
<ul style="list-style-type: none"> To have successful leadership and management experience in a school environment preferably an alternative provision establishment 	E
<ul style="list-style-type: none"> To have experience in leading and managing change and innovation in seeking high performance 	E
<ul style="list-style-type: none"> To have proven skills in the dissemination and innovation of good practice within and beyond a school/academy 	E
<ul style="list-style-type: none"> To have successful involvement in performance processes and data analysis as an aid in personal and institutional improvement, development and change 	E
<ul style="list-style-type: none"> To have experience of working in collaborative partnerships 	D
<ul style="list-style-type: none"> To have experience in leading safeguarding in an alternative provision environment 	D
<ul style="list-style-type: none"> To have experience of monitoring and evaluating aspects of teaching and learning and/or performance management/teacher appraisal 	E
<ul style="list-style-type: none"> To have evidence of commitment to own professional development 	E
<ul style="list-style-type: none"> To have effective and efficient financial management 	E
<ul style="list-style-type: none"> To have experience of successfully managing difficult situations and conflict, particularly with challenging stakeholders and students 	D
<ul style="list-style-type: none"> To have involvement in school self-evaluation and development planning 	E
<ul style="list-style-type: none"> To demonstrate experience of successful line management and staff development. 	E
Education and Qualifications	
<ul style="list-style-type: none"> To have participated in, or be undertaking, further study relevant to Headship (e.g. Diploma or Higher Degree) 	E
<ul style="list-style-type: none"> To have excellent literacy and communication skills, including proficiency in accurate written and spoken English – the ability to make points clearly and confidently, providing information and advice in accurate spoken English, and able to understand the views of others 	E
<ul style="list-style-type: none"> To have Qualified Teacher Status or equivalent 	E
<ul style="list-style-type: none"> To have a National Professional Qualification for Headship (NPQH) 	E
Knowledge and Skills	
<ul style="list-style-type: none"> To have data analysis skills, and the ability to use data to set targets and identify weaknesses 	E
<ul style="list-style-type: none"> To have the ability to communicate effectively and strong interpersonal skills 	E

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• To have a thorough understanding of current educational issues	E
• To have high level personal ICT skills and the ability to use these effectively in a range of situations	D
• To understand school finances and financial management	E
• To have experience of leading significant change which has impacted on student achievement	D
• To be able to produce timely and accurate reports for a range of stakeholders	D
• To have an understanding of primary curriculum requirements	D
Personal Qualities	
• To have a commitment to uphold the 7 principles of public life (the Nolan Principles) at all times	E
• To be able to demonstrate reliability, consistency, flexibility, resilience and adaptability	E
• To be emotionally intelligent, displaying a diverse range of interpersonal skills in order to motivate staff and students to achieve their best	E
• To be able to articulate the vision, the mission and values that make an academy unique and ensure that both vision and mission are translated consistently by leadership and management to ensure justice and the highest level of student achievement	E
• To be able to make sound decisions and identify and solve problems based on thorough analysis and judgement	E
• To be able to implement change management effectively and efficiently	E
• To be able to work well and remain calm under pressure, effectively multi-task and remain professional prioritising effectively	E
• To be able to inspire the trust, confidence and respect of students, staff and the community	E
• To have evidence of the ability to delegate, plan and to manage time effectively	E
• To be able to work effectively in partnerships with other schools/academies	E
• To be able to demonstrate a caring and inclusive ethos towards all members of the school community	E
• To have an awareness of and a commitment to equal opportunities	E
• To have a commitment to safeguarding and promoting the welfare of children, young people and adults	E
• To have an awareness and adherence to relevant health and safety regulations and policies	E

Applicants who fail to adequately address relevant essential criteria in their application form and supporting statement will not be considered.

ADDITIONAL INFORMATION

Safeguarding and Equalities

The school is committed to safeguarding and promoting the welfare of students and expects all staff to share this commitment. The post requires the appropriate level of criminal record disclosure (Disclosure and Barring Service check) to be undertaken successfully as a condition of employment.

Tithe Academy is an equal opportunities employer and is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

Recruitment

The recruitment panel will assess an applicant against the person specification through:

- Application
- Interview
- Assessment Activities
- References and other employment checks