



Deputy Head of English Person Specification – Second in Charge Post

Qualifications and Experience

Essential	Desirable	Assessment
Education to degree level or equivalent	Evidence of post graduate study	Certificates
QTS or relevant teaching qualification		Certificates
Commitment to personal/professional development		Application/Interview
Experience of effective teaching and performance within the English Department		Application/Interview
Evidence of good/outstanding classroom practice		Application/Interview

Knowledge and Understanding

Essential	Desirable	Assessment
Excellent knowledge and understanding of the concepts and skills in English	Innovative approach to working with parents and other stakeholders	Application/Interview
Clear understanding of the secondary curriculum and its assessment	Experience of post 16 teaching	Application/Interview
Ability to employ a range of effective teaching and learning styles and a range of assessment methods		Interview
Ability to use assessment data to inform planning and set targets		Interview
Excellent command of own subject area	Ability to offer Drama/Performing Arts/Media and/or other curriculum enrichment opportunities	Application/Interview

Teaching and Learning

Essential	Desirable	Assessment
Ability to raise achievement for all		Interview
Commitment to ensuring excellent behaviour for learning at all times		Interview
Excellent communication skills		Interview
Commitment to role of form tutor and the benefits of pastoral care		Interview

Leadership and Management

Essential	Desirable	Assessment
Be able to inspire and motivate as a lead ambassador	Liaise effectively with other organisations and agencies	Application/Interview
Initiate, lead and manage change	Contribute to whole school policies and initiatives	Application/Interview
Deal sensitively with others and be able to resolve issues		Interview
Seek advice and support when necessary		Interview

Skills and Attributes

Essential	Desirable	Assessment
Able to build and maintain good working relationships	Generate new ideas and drive initiatives forward	Interview
Able to work as part of a team		Interview
Be an excellent role model for students		Interview
Show an innovative approach to curriculum delivery		Application/Interview
Communicate effectively at all levels		Application/Interview

Personal Qualities

Essential	Desirable	Assessment
Have high expectations of students	Have a sense of humour	Application/Interview
Be highly motivated and inspiring	Show a commitment to extra-curricular activities	Interview
Be enthusiastic and committed		Interview
Have a passion for teaching		Interview
Have a forward thinking approach		Interview
Have excellent interpersonal skills		Interview
Be a reflective practitioner		Interview
Work under pressure and meet deadlines		Interview
Show a willingness to take on additional roles and responsibilities		Interview
Have an excellent record of attendance and punctuality		Application/Interview
Promote and support the Catholic ethos of the school		Interview
Promote the welfare and safeguarding of young people		Interview