# COLA Islington Logo-L[1]Person Specification

**Job Title:** Assistant Principal

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| **Qualifications** |  |  |
| Educated to degree level or equivalent | ✓ |  |
| Qualified Teacher status | ✓ |  |
| **Experience** |  |  |
| Ability to use IT effectively | ✓ |  |
| Use IT to raise achievement and as a management tool |  | ✓ |
| Demonstrate experience of effective performance management and quality improvement within a school environment | ✓ |  |
| Collaborative teaching methods and working with colleagues in the preparation, assessment and monitoring work | ✓ |  |
| Leadership experience, including managing staff and pupils | ✓ |  |
| Demonstrable experience of improving student outcomes | ✓ |  |
| High quality outcomes | ✓ |  |
| A record of continuous professional and career development |  | ✓ |
| Experience as a form tutor and/or pastoral work | ✓ |  |
| Strategies to raise standards and achievement of students | ✓ |  |
| **Skills** |  |  |
| Must be well organised | ✓ |  |
| Must be well presented | ✓ |  |
| Excellent communication and organisational skills | ✓ |  |
| Ability to analyse data effectively to assess performance |  |  |
| Ability to work hard under pressure while maintaining a positive, professional attitude | ✓ |  |
| Ability to organise and prioritise workload and work on own initiative | ✓ |  |
| Good interpersonal skills and the ability to work collaboratively, leading to professional development of staff, to the achievement of the Academy aims and to the efficient running of all departments | ✓ |  |
| Excellent creative teaching ability | ✓ |  |
| Commitment to personal career development |  | ✓ |
| Ability to organise whole school/ year based activities | ✓ |  |
| Ability to think and plan strategically and manage change | ✓ |  |
| Willingness to engage with parents in order to encourage their close involvement in the education of their children | ✓ |  |
| **Knowledge and Understanding** |  |  |
| Developments in the National Curriculum | ✓ |  |
| Academy’s strategic plan and the role to be played by Assistant Principal Achievement |  | ✓ |
| Developing differentiated schemes of work | ✓ |  |
| Effective strategies for supporting staff to improve teaching and learning | ✓ |  |
| Have a good understanding of positive effective strategies for whole school behaviour management | ✓ |  |
| A thorough understanding of the intervention packages available to support accelerated learning | ✓ |  |
| A rigorous understanding of the OFSTED Framework regarding effective leadership, management and self-evaluation | ✓ |  |
| Knowledge and understanding of schools statutory responsibilities regarding the needs and care of pupils with SEN | ✓ |  |
| Understanding of assessment systems | ✓ |  |
| **Equal Opportunities** |  |  |
| Understanding of different social backgrounds of pupils | ✓ |  |
| Understanding the needs of pupils and the appropriate policies and strategies to support them | ✓ |  |
| Understand the needs of bilingual pupils | ✓ |  |