

Person Specification Executive Headteacher

The successful applicant will be professionally responsible to the Governing Body of the Federation of Carisbrooke College, Medina College and the VI Sixth Form, for the educational success of all learners, at all levels of their study.

The Executive Headteacher (EHT) will be a member of the Governing Body and responsible for internal organisation, and leadership and management across the Federation. He/she will line manage the Heads of School and senior support staff and create a culture of constant improvement, underpinned by consistent fairness, which will challenge and motivate all learners and staff. The successful candidate will need to demonstrate the strengths and skills required in the following areas:

Pupil Progress and Wellbeing

- Securing good learner progress, by ensuring challenging targets are set, so that they meet or exceed their expected levels
- Securing high-level outcomes for all learners at all levels
- Ensuring a safe environment for all learners
- Promotion of excellence in behaviour in the schools and in the community, promoting pride in the schools.
- Integration of high levels of moral, social and cultural development through the provision of support and enrichment opportunities for all learners.

Strategic Leadership

- Strategic planning to secure high academic standards and the financial stability of the Federation
- Capacity to reflect and evaluate, and to use these processes to identify strengths and weaknesses. The EHT will build on the strengths and address areas of weakness through supervision of formal improvement planning processes.
- Enabling the Federation to respond to the community it serves by working with the Governing Body and the Trust to engage with stakeholders
- Supporting the work of the Trust through partnership and engagement in its activities
- Establishing systems to determine the levels of satisfaction of learners and parents, and address areas of concern with defined action plans that are systematically monitored.
- Promotion of the Federation within the local community
- Planning for the future of the Federation and its schools as local and national circumstances change, including the ambition for the Federation to develop as a centre of excellence on the IoW.

Operational Leadership and Management

- Securing the highest possible outcomes against national frameworks

- Ensuring efficiency of timetabling and staffing
- Ensuring excellence in teaching and learning
- Monitoring the work of the Heads of School and their progress against identified targets
- Presenting consistently prepared performance data to the Governing Body in a timely manner
- Ensuring regular communication with the Governing Body and Trust
- Establishing broad curriculum offers in line with legal requirements and learners needs for positive progression
- Inspiring, challenging and motivating all learners and staff
- Promoting collaboration across the Federation to support curriculum and financial priorities, and achieve high outcomes for all learners.

Personal Attributes. The successful candidate will be:

- Passionate about the education and welfare of learners through insistence that they are at the heart of every decision
- A leader by example with integrity, creativity and resilience, drawing on their own and others' scholarship, expertise and skills
- Seen as an organised and self-motivated role model for all staff and learners who can communicate clearly and with authority
- A quick thinker who is able to identify solutions
- An effective collaborator who develops strong relationships with all partners: learners, colleagues, governors, parents, schools and the local authorities.
- Confident, energetic, enthusiastic.

Person Specification Priorities		
	Essential	Desirable
Application	<p>Fully supported references.</p> <p>Well-structured and presented application indicating understanding of important educational issues and styles of leadership.</p> <p>Knowledge and understanding of current issues and their relevance for this Federation</p>	
Qualifications	<p>QTS.</p> <p>NPQH or equivalent</p>	<p>Master's Degree or above in relevant areas of study</p> <p>Accredited Ofsted Inspector and/or LLE or NLE accreditation.</p>
Experience	<p>Sustained and successful Headship. Proven track record of successful school improvement.</p> <p>Experience of successful leadership of change in a school.</p> <p>Effective line management of senior staff in HR, facilities and finance.</p>	<p>Recent Ofsted Inspection experience.</p> <p>Experience of working collaboratively with other schools, including school-to-school support.</p>

	<p>Evidence of effective working with governance groups to drive improvement.</p> <p>Evidence of leading and managing successful CPD.</p> <p>Evidence of outstanding teaching of learners with a wide range of different abilities, including the ability to successfully challenge the most able.</p>	
Knowledge and Understanding	<p>High level of knowledge of financial management, resource scheduling and timetabling.</p> <p>Clear understanding of legal and Human Resources legislation and processes.</p> <p>Strong understanding of current political and legislative issues both nationally and locally.</p> <p>Thorough knowledge of the professional standards for teachers at all stages of their careers.</p>	
Skills	<p>The ability to articulate a clear vision for the Federation for the immediate and long term that will:</p> <ul style="list-style-type: none"> • secure outstanding outcomes for all students • be fully inclusive • establish the schools as the first choice in the local community. <p>The ability to think effectively, both strategically and operationally with imagination, vision and originality.</p> <p>The ability to analyse, evaluate and present data and information about school performance to key stakeholders and to identify and prioritise strategic improvement goals.</p> <p>Ability to deliver clear messages, holding others to account fairly but robustly, so as to maximise outcomes for all learners.</p>	

	Evidence of a range of effective communication strategies suitable for use with all stakeholders.	
Personal qualities	<p>A focus on students at all times and uncompromisingly ambitious for their success</p> <p>A problem solver.</p> <p>A role model.</p> <p>Reflective and evaluative.</p> <p>Organised and self-motivated.</p>	