



PERSON SPECIFICATION: Head of School - Hinchingbrooke

PERSON SPECIFICATION ~ Head of School

ESSENTIAL/DESIRABLE

QUALIFICATIONS

- Qualified teacher status
- A good honours degree
- Evidence of continuing professional development or further study
- Additional relevant education or professional qualification such as NPQH, M.Ed

Essential	Application
Essential	Application
Essential	Application
Desirable	Application

EXPERIENCE

- A record of high quality teaching at KS3, GCSE and A level
- Evidence of whole school leadership & management responsibility in the secondary sector
- Demonstrable experience of implementing and managing the delivery of sustained improvements
- Headship experience in the secondary sector

Essential	Application
Essential	Interview/References
Essential	Application/Interview
Desirable	Application/References

DEVELOPMENT

- A commitment to own professional development
- Evidence of providing/delivering effective professional development for staff in order to raise standards
- Knowledge and understanding of current educational priorities and developments

Essential	Application
Essential	Application/Interview
Essential	Application/Interview

PROFESSIONAL COMPETENCES

- Demonstrable numerical ability and experience of the use of comparative performance data for benchmarking, tracking and target setting purposes and an understanding of financial data
- Ability to understand, analyse and make effective use of a wide range of data
- Effective and persuasive communicator both orally and in writing
- Ability to speak in public with confidence, passion and succinctly to a range of audiences
- Knowledge of the curriculum and likely changes
- A good understanding of the OFSTED Framework and its application within school self-evaluation and improvement

Desirable	Application/References
Essential	Application/Assessment task
Essential	Application/References
Essential	Interview/References
Essential	Application/Interview
Essential	Application/Interview



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LEADERSHIP & MANAGEMENT

▪ Evidence of working with underperforming staff to improve their performance	Essential	Application/References
▪ Evidence of successfully having led teams of individuals	Essential	Application/References
▪ Understanding of effective monitoring and evaluation processes to effect improvement	Desirable	Interview
▪ Ability to work under pressure, prioritise and to meet deadlines	Essential	Interview/Assessment task
▪ Ability to motivate and enthuse others	Essential	Interview/References
▪ Ability to use ICT in management and to analyse and present data	Desirable	Interview
▪ Promotion of high professional standards and high expectations	Essential	Interview/References

RELATIONSHIPS

▪ Commitment to promoting and safeguarding the welfare of all staff and students	Essential	Interview
▪ Ability to form good relationships with colleagues and the wider school community	Essential	Interview
▪ Ability to manage staff and students with prudent judgement, support, encouragement and challenge	Essential	Interview
▪ Possession of integrity and reliability – team player	Essential	Interview
▪ Ability to build relationships with other schools and other organisations	Desirable	Interview
▪ Evidence of outside interests	Desirable	Interview

December 2018

Hinchingsbrook School is committed to promoting and safeguarding the welfare of all students and expects all staff and volunteers to share this commitment