



Person Specification

Job Title: **Deputy Head / Head of Grammar School**
(Teaching, Learning, Standards and Curriculum)

Salary: Generous, tax free and negotiable

At Jeddah Prep and Grammar School we recognise that candidates may not meet all of the Essential criteria, but we are looking for the best fit for our pupils and our school community.

EDUCATION

		Evident in Application	Evident at Interview
Essential			
1.	Qualified Teacher Status	✓	
2.	A good honours degree and proven record of effective teaching	✓	
3.	A proactive approach to own professional development with evidence of recent relevant personal professional development appropriate to this post	✓	✓
4.	Experience of managing whole school issues and experience of working on a Senior Leadership Team	✓	✓

EXPERIENCE

		Evident in Application	Evident at Interview
Essential			
5.	A clear vision of education and its purpose in an inclusive and mainstream environment with the energy and optimism to drive the vision through	✓	✓
6.	Have a strong commitment to outstanding progress and attainment for all	✓	✓
7.	Sound knowledge of current educational issues (11-18) and a good understanding of all-through schools	✓	✓
8.	Clarity of thought, ability to think through problems and produce solutions often under pressure	✓	✓
9.	To have experience of raising pupil achievement and whole school improvement	✓	✓
10.	To be able to handle data analysis, its interpretation and lead colleagues through planning, implementing and delivering appropriate responses		✓
11.	Commitment to continuous improvement	✓	✓
12.	Experience of leading curriculum or pastoral area	✓	✓
13.	To lead on aspects of the development of all staff	✓	✓
14.	Excellent interpersonal and communication skills with an ability to present to a variety of audiences	✓	✓
15.	To support a collegiate leadership style and the vision of the school	✓	✓
16.	To demonstrate expertise and emotional intelligence in managing challenging situations	✓	✓

17.	To demonstrate strategic thinking and cyclical planning as a part of school self-evaluation and improvement	✓	✓
18.	Optimism and resilience appropriate to the demands of this role	✓	✓
19.	Ability and desire to progress to Headship	✓	✓
20.	Ability to lead on the teaching and learning policy	✓	✓
21.	Outstanding knowledge and understanding of effective learning and teaching strategies	✓	✓
22.	Knowledge and experience of the quality assurance of learning and teaching through monitoring performance and outcomes	✓	✓
23.	A good knowledge and awareness of statutory requirements at Key Stages (1, 2) 3, 4 and 5.		✓
24.	The ability to communicate effectively and appropriately with staff, pupils and parents/carers, and to be able to prepare reports, profiles and maintain clear and comprehensive records.	✓	✓
25.	Excellent behaviour management skills		✓
26.	Ability to manage educational and physical resources	✓	✓
27.	Ability to liaise with Inspectors and other outside agencies		✓
28.	Ability to interpret DfE (or equivalent) regulations and to develop appropriate policies	✓	✓
29.	Good administration and organisation skills	✓	✓
30.	Ability to work collaboratively	✓	✓
31.	Good written communication	✓	✓
32.	At least five years UK and/or international experience	✓	
Desirable			
33.	A track record of school innovation	✓	✓
34.	Knowledge and understanding of staffing	✓	
35.	Experience of safeguarding	✓	✓

PERSONAL

		Evident in Application	Evident at Interview
Essential			
36.	A sense of adventure	✓	✓
37.	A sense of humour	✓	✓
38.	A strong sense of loyalty to the school	✓	✓
39.	Intellectual curiosity	✓	✓

Signed:

Dated:

Mr Mark S. Bedford

Headmaster

23rd March 2019