# Person Specification: Deputy Headteacher: Curriculum and Staffing

**Summary of the Post:** To be responsible, as part of the Senior Leadership Team (SLT), for the strategic direction of the school and the implementation of the school improvement plan.

#### Qualifications

#### Essential

- Qualified Teacher Status
- Good honours degree or equivalent
- National leadership qualification
- Evidence of recent leadership training

#### **Desirable**

Additional leadership qualifications

## **Experience**

# **Essential**

- Whole-school leadership with demonstrable impact
- Successful leadership of teams
- Experience of working in schools containing both Key Stage 3 and Key Stage 4 students
- Effective partnership work with parents and external agencies

### **Desirable**

- Experience of working in a range of educational settings
- Experience of working in at least two schools
- Experience of working in an 11-18 school

# **Professional Knowledge and Understanding**

### **Essential**

- Comprehensive understanding of a wide range of curriculum and staffing issues
- Good understanding of achievement data and progress tracking
- Successful record of working with different groups of students
- Up-to-date knowledge of current educational developments, including careers provision
- Knowledge of different leadership styles

### **Desirable**

- Ability to show high levels of emotional intelligence
- Ability to actively listen to others and to form mutually respectful relationships
- Understanding of the importance of consultation and the value of sharing good practice
- Understanding of 'change management' strategies
- Detailed and current knowledge of the Ofsted inspection framework
- Understanding of governance

## Skills and Attributes

### **Essential**

- Outstanding leader with a track record of 'making things happen'
- Proven leadership skills including an ability to inspire others and a record of building successful teams
- Commitment to professional development
- Strong team player who recognises the concept of corporate responsibility

### **Desirable**

- Ability to implement and monitor school improvement priorities
- Capacity to adhere to deadlines and remain calm under pressure
- Ability to prioritise tasks effectively
- Ability to apply technology effectively to facilitate student learning and improve staff efficiency

## **Personal Qualities**

# **Essential**

- Infectious enthusiasm and positive demeanour
- Drive, resilience, innovation and creativity
- Commitment to inclusion, diversity and equality
- Excellent communicator with strong written, oral and interpersonal skills

# **Desirable**

- Ability to be reflective, adaptable and self-critical
- Ability to empathise
- Proportionate and calm approach to all issues, including conflict resolution
- Ability to maintain a sense of perspective
- Having 'personal presence'

#### General

### **Essential**

Record of good attendance

#### Desirable