LONGFIELD ACADEMY
Head of Department—ICT and Computing
Person specification

Key

A - Application Form including letter of application

S - Selection process including interview and selection activities

R - Employment references

C - Certificates

D - Enhanced Disclosure and Barring Service Criminal Checks

	Qualifications, Education and Training	**Essential/ Desirable**	**Stage Identified**
1.	Graduate in relevant subject with Qualified Teacher Status	E	A, C
2.	Well structured supporting letter indicating beliefs, understanding of important educational issued and styles of management	E	A
3.	Working towards further professional qualifications	D	A, C, S
4.	Commitment to and track record of CPD relevant to subject area	E	A, S
5.	Honours Degree	D	A, C
	Experience and Knowledge	**Essential/ Desirable**	**Stage Identified**
5.	Excellent, up-to-date subject knowledge	E	A, S
6.	At least good classroom practitioner	E	A, S, R
7.	Experience of tracking pupil progress and using data to inform lesson planning	E	A, S, R
8.	Experience in delivering IMedia	D	A, S, R

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9.	A proven track record of ensuring pupil progress and of examination success	D	A, S, R
10.	Excellent knowledge of classroom practice, pedagogy and national policy around education	E	A, S
11.	Experience in the delivery of ITT/CPD	D	A, S, R
12.	Experience in a management role	D	A, S, R
13.	Experience of monitoring and evaluating staff performance	D	A, S, R
	Skills	**Essential/ Desirable**	**Stage Identified**
14.	Ability to communicate effectively with a range of audiences, both verbally and in writing	E	A, S, R
15.	Commitment to raising standards and achieving the best outcomes for pupils	E	A, S
16.	Ability to employ a range of teaching methods and adjust these to meet individual pupil need	E	A, S, R
17.	Ability to promote a high standard of literacy, articulacy and proper use of standard English within lessons	E	S
18.	Ability to provide effective and constructive feedback to pupils	E	S
19.	Ability to coach, mentor, support and challenge pupils	E	S, R
20.	Ability to create effective and positive working relationships with colleagues and senior staff	E	R
21.	Ability to establish and maintain an appropriate environment for learning within the classroom	E	S, R
	Personal Attributes	**Essential/ Desirable**	**Stage Identified**
22.	Commitment to own professional development and willingness to undertake training	E	A, S, R
23.	Flexible and positive approach to tasks and working arrangements	E	S, R

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24.	High level of personal effectiveness including organisational and communication skills	E	S, R
25.	Ability to act as a positive role model and demonstrate high personal standards	E	S, R
26.	Commitment to safeguarding pupils and suitability to work with young people	E	S, R, D
27.	Self-motivated and enthusiastic	E	S, R
28.	Willingness to engage in the Appraisal Process	E	S, R

Employment references will be requested prior to the selection process and any issues arising from these will be discussed at interview. All appointments are subject to satisfactory references