**PERSON SPECIFICATION**

**Post Title: Head of School, The West Grantham Academy St John’s**

**Salary Range / Grade: Leadership Point 15 to Leadership Point 20 (£55,049 to £62,240)**

**Responsible to: Executive Headteacher**

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| **Job Criteria** | **Essential** | **Desirable** | **How Evidenced****A – Application****I – Interview****R -Reference** |
| Qualifications | Qualified Teacher Status(B. Ed, M.Ed or PGCE) | SLE statusNPQH Evidence of further professionaldevelopment or other qualifications | A |
| Experience | Previous recent experience as a senior leader in a successful academy or schoolVaried experience and understanding of teaching and learning across the primary age rangeProven track record of successful leadership Successful experience of raising achievement Responsibility for developing, monitoring and evaluating an aspect of academy provisionExperience of leading and managing peopleExperience of contributing to self-evaluation and academy improvementExperience of leading training and other staff development activitiesCan demonstrate the ability to preserve and develop the Christian character of the academy | Experience of working beyond the academy and classroom Experience of coaching, mentoring and leading Performance Management/Appraisal Experience of working with and engaging the involvement of external partners, governors, parents and the wider community  | A, RA, RA, RA, RA, RA, RA, RA, RI |
| Skills  | Ability to positively influence othersAbility to motivate, lead and manage people to work both individually and in teamsAbility to implement change and plan strategicallyOutstanding communication skills, with a range of audiences both orally and in writingUnderstanding, analysis and interpretation of academy performance dataAbility to prioritise, work under pressure and meet deadlinesEffective problem solving skillsEffective administrative and organisational skills |  | IIIIIIII |
| Knowledge and Understanding | Up-to-date knowledge and understanding of current educational issues and best practice including:* What constitutes an outstanding academy
* The process of strategic planning and academy self-evaluation
* Leading the management of change
* Academy budget management and financial responsibilities
* The Ofsted process

In-depth knowledge of curriculum development and effective pedagogy |  | A, IA, I |
| Knowledge and Understanding | A proven track record as an excellent teacherKnowledge of the curriculum Sound understanding of assessment, recording and reportingUnderstanding of strategies for academy improvementKnowledge of how the effective use of data and target setting can raise standardsKnowledge and understanding of safeguarding | Working knowledge ofRAISEonline | A, RA, IA, IIA, IA, I |
| Personal Attributes | Value all children and be committed to the development of the whole childRelate well to students, staff and parents and care about their individual needsAble to adapt to changing circumstances and new ideas in a positive and creative mannerHas high expectations of self and othersGood judgementEnergy and enthusiasmIntegrity and loyaltyCommitment to an open, collaborative style of management A good sense of humourResilience, determination and passion to succeed |  | A,I,R |
| Equal Opportunities | Knowledge of and commitment to equal opportunities issues as they relate to education and academies | Communicant member of the Church of England or affiliated Church (as defined by Churches Together in England) | A, I, R |