**PERSON SPECIFICATION – DEPUTY HEADTEACHER**

This person specification is related to the requirements of the post as determined by the job description. Short-listing is carried out on the basis of how well you meet the requirements of the person specification. You should refer to these when completing your application.

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| **DESCRIPTION** | **SHORTLISTING** |
| **Professional Qualifications** | |
| 1. Qualified Teacher Status | E |
| 1. First Degree or Equivalent | E |
| 1. Evidence of further professional development | E |
| **Knowledge and Understanding** | |
| 1. Substantial Secondary teaching experience | E |
| 1. Experience of whole-school curriculum management leading to school improvement | E |
| 1. Excellent classroom practitioner | E |
| 1. A strong commitment to inclusion with high expectations for all learners | E |
| 1. Highly successful experience of leading and managing whole school developments in a number of areas regarding teaching & learning and raising standards of attainment and achievement across the school | E |
| 1. Able to talk about characteristics of effective secondary teaching and learning strategies used to raised pupil attainment and achievement | E |
| 1. Good understanding and use of assessment, including target setting and tracking | E |
| 1. Understanding of effective techniques and polices for behaviour management | E |
| 1. Knowledge and experience of up to date developments in IT and E-Learning for teaching and management | E |
| 1. A good understanding of the requirements of transition between key stages | D |
| 1. Experience of timetabling and managing options | D |
| **Leadership and Management** | |
| 1. Senior Leadership and management experience | E |
| 1. A good understanding of whole school issues | E |
| 1. Experience of planning for change, development and improvement | E |
| 1. The ability to set high and clear expectations, to hold others accountable for performance and the contributions they make to the school community | E |
| 1. Ability to set & meet challenging targets, for pupils and the school, and to enable others to do this | E |
| 1. Ability to analyse, prioritise and meet deadlines | E |
| 1. Experience of conducting staff induction, mentoring and performance management | E |
| 1. Experience of whole school self review and evaluation | E |
| 1. Knowledge of the role of Governors | D |
| 1. Able to demonstrate leadership qualities and people management skills | E |
| 1. Able to motivate, promote good relationships and effectively communicate with all stakeholders | E |
| 1. Experience of having led whole school initiatives | E |
| 1. Commitment to supporting community/external agencies involvement in school | E |
| 1. Commitment to safeguarding and promoting the welfare of children | E |
| **Personal Qualities** | |
| 1. Creative, enthusiastic and proactive, keen to embrace new ideas and challenges | E |
| 1. Approachable, caring and empathetic | E |
| 1. Works well as part of a team | E |
| 1. Flexible, listens and is prepared to seek advice and support | E |
| 1. Demonstrates a concern for the pastoral & spiritual welfare of all in the school | E |
| 1. Committed to continuing professional development for self and others | E |
| 1. Committed to active parental involvement | E |
| 1. Able to deal with sensitively with people and resolve conflict | E |
| 1. Commitment to making learning fun | E |