

**Person Specification**

**Associate Director of Subject**

**Part A: Application Stage**

The following criteria will be used to short-list at the application stage:

**Essential**

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| A | ESSENTIAL |
| 1 | Qualified Teacher Status |
| 2 | Degree (or equivalent) |
| 3 | Evidence of recent and relevant further professional development |
| 4 | Be a Specialist Leader in Education (SLE) of your curriculum area (or be committed to working towards) |
| 5 | Proven successful track record of curriculum leadership in specialist curriculum area |
| 6 | Experience of monitoring and evaluating teaching/learning and target setting including the ability to accurately analyse data |
| 7 | Experience of effective working with a range of relevant stakeholders |
| 8 | Successful sustained experience of teaching in KS3 and KS4 which is at least good |
| 9 | Evidence of knowledge and understanding of risk management |
| 10 | Evidence of knowledge and understanding of safeguarding issues |
| A | DESIRABLE |
| 11 | Higher degree or post graduate curriculum or leadership and management qualification |
| 12 | Successful experience of working with the school community in raising the school profile |
| 13 | Experience of education in an environment that can be challenging |

**Part B: Assessment Stage**

All items of the application stage criteria and the criteria below will be further explored at the assessment stage:

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| A | ESSENTIAL |
| 1 | Good knowledge of the school self-evaluation and planning framework and ability to contribute to implementation |
| 2 | Good knowledge of leadership and management styles and when to use them |
| 3 | Able to plan personal workload and set priorities |
| 4 | Good written and oral communication skills to a range of audiences |
| 5 | Able to work with parents/carers to understand and meet the needs of individual students |
| 6 | A team leader who can ensure the involvement and commitment of all team members |
| 7 | Persuasive and confident in a range of different environments |
| 8 | Has a sound knowledge of strategies to enhance teaching and learning opportunities within academies |
| 9 | Understanding and experience of Performance Management and accountability in a school |
| 10 | A profound commitment to the vision and ethos of the Trust and the maintenance of excellent standards |
| 11 | A commitment to equality and diversity |
| 12 | High standards of integrity and a positive role model for students, staff, parents and the wider community |
| 13 | Appropriate behaviour, attitude and commitment towards safeguarding and promoting the welfare of children and young people including:   * Motivation to work with children and young people * Ability to form and maintain appropriate relationships and personal boundaries with children and young people * Emotional resilience in working with challenging behaviours * Constructive attitude to use of authority and maintaining discipline |
| 14 | No disclosure about criminal convictions or safeguarding concern that make applicant unsuitable for this post |
| 15 | Stamina, resilience reliability and integrity |
| 16 | An understanding of the value of a successful work life balance for self and others |
| 17 | A high level of interpersonal skills with the ability to empathise with different points of view and win respect |
| 18 | Ability to motivate and inspire others |
| 19 | Persuasive and confident in a range of different environments |
| B | DESIRABLE |
| 1 | Effective financial and resource management skills |
| 2 | Aware of opportunities for teaching and learning presented by new technologies |

The following methods of assessment will be used:

**The following methods of assessment will be used:**

* Technical Assessment of application against criteria
* Activities designed to provide evidence to assess against Person Specification
* Presentation
* Interview

**Part C: Additional Requirements**

The following criteria must be judged as satisfactory when pre-employment checks are completed:

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| 1 | Enhanced DBS Certificate |
| 2 | Additional criminal record checks if applicant has lived outside the UK |
| 3 | Medical clearance |
| 4 | Qualifications essential to the post |
| 5 | Two references from current and previous employers (or education establishment if applicant not in employment) |