# http://www.olsj.towerhamlets.sch.uk/images/school-logo.jpgOur Lady & St Joseph Catholic Primary School

**PERSON SPECIFICATION** - **PRIMARY DEPUTY HEADTEACHER**

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| **Category** | **Essential** | **Desirable** |
| **1. Faith  Commitment** | - Apractising and committed Catholic  - Secure understanding of the distinctive nature of the Catholic school and Catholic education  - Understanding of leadership role in spiritual development of pupils and staff  - Understanding of the school’s role in the parish and wider community | - Evidence of participation in faith life of the community  - Experience in leading acts of worship in Catholic schools |
| **2.** **Qualifications** | - Qualified teacher status | - Postgraduate level qualification  - CCRS or equivalent |
| **3. Experience** | - Successful experience of leading one or more subject areas  - Substantial, successful teaching experience | - Recent experience in a Catholic voluntary aided school  - Teaching experience in Foundation Stage, KS1 and KS2  - Curriculum leadership in one or more core subjects  - Experience of teaching in more than one school  - Experience teaching mixed age classes |
| **4. Professional Development** | - Evidence of continuing professional development relating to school leadership and management, and curriculum/teaching and learning | - Evidence of continuing professional development relating to Catholic ethos, mission and religious education  - Experience of working with other schools/organisations /agencies  - Experience of leading/coordinating professional development opportunities  - Ability to identify own learning needs and to support others in identifying their learning needs |

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| **Category** | **Essential** | **Desirable** |
| **5. Strategic Leadership** | - Ability to articulate and share a vision of primary education within the context of the mission of a Catholic school  - Ability to inspire and motivate staff, pupils, parents and governors to achieve the aims of Catholic education  - Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement  - Ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these  - Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils  - Understanding of and commitment to promoting and safeguarding the welfare of pupils’ | - Knowledge of the role of the governing body in a Catholic voluntary aided school  - Evidence of having successfully translated vision into reality at whole-school level |
| **6. Teaching and learning** | - A secure understanding of the requirements of the Curriculum Directory for Religious Education and the National Curriculum  -Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils  - A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning  - Experience of effective monitoring and evaluation of teaching and learning  - Secure knowledge of statutory requirements relating to the curriculum and assessment | -Understanding of successful teaching and learning in religious education across the key stages  - Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to behaviour management |

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| **Category** | **Essential** | **Desirable** |
| **6. Teaching and learning  (Continued)** | - Understanding of the  characteristics of an effective learning environment and the key elements of successful behaviour management |  |
| **7. Leading and Managing Staff** | - Experience of working in and leading staff teams  - Ability to delegate work and support colleagues in undertaking responsibilities  - Experience of appraisal and supporting the continuing professional development of colleagues  - Understanding of effective budget planning and resource deployment | - Experience of working with governors to enable them to fulfil whole-school responsibilities  - Successful involvement in staff recruitment, appointment/induction, understanding needs of a Catholic school  - Understanding of how financial and resource management enable a school to achieve its educational priorities |
| **8. Accountability** | - Ability to communicate effectively, orally and in writing to a range of audiences — e.g. staff, pupils, parents, governors, parishioners and clergy  - Experience of whole-school self- evaluation and improvement strategies  - Ability to provide clear information and advice to staff and governors  - Secure understanding of strategies for performance management | - Experience of presenting reports to governors  - Understanding the criteria for the evaluation of a Catholic school  - Leading sessions to inform parents  - Experience of offering challenge and support to improve performance |
| **9. Skills, Qualities & Abilities** | - High quality teaching skills  - Strong commitment to the mission of a Catholic school  - Commitment to their own spiritual formation and that of pupils  - High expectations of pupils’ learning and attainment  - Strong commitment to school improvement and raising achievement for all  - Ability to build and maintain good relationships  - Ability to remain positive and enthusiastic when working under pressure |  |

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| **Category** | **Essential** | **Desirable** |
| **9. Skills, Qualities & Abilities**  **(Continued)** | - Ability to organise work, prioritise tasks, make decisions and manage time effectively  - Empathy with children  - Good communication skills  - Good interpersonal skills  - Stamina and resilience  - Confidence |  |
| **10. References** | - Positive and supportive faith reference from priest where applicant regularly worships  - Positive recommendation in professional references  - Satisfactory health and attendance record | - Faith reference without reservation - Professional reference  without reservation |