



An All-through Co-operative School

“Making School Memorable by Striving for Excellence”

PERSON SPECIFICATION

POST TITLE: Head of English and Media Faculty (TLR 1d)

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Good Degree • Clear evidence of continuing professional development 	<ul style="list-style-type: none"> • Good Honours Degree • Further professional qualifications
Experience	<ul style="list-style-type: none"> • Extensive experience of leading, coordinating and monitoring across an English Department or of a significant whole school responsibility (e.g. KS3/KS4/KS5, Literacy, AFL) • Clear evidence of line managing a team of staff • Clear evidence of impact from their leadership • Clear evidence of successful teaching across the full ability and age range and at examination level (including A Level) • Experience of developing others' teaching • Clear evidence of raising student achievement within a successful department • Experience of raising the achievement of targeted groups (e.g. SEN, EAL, BME, boys, G&T) • Implementing curriculum development that has led to raising standards / improvements in the department's teaching and learning / assessment for learning 	<ul style="list-style-type: none"> • Experience in more than one school • Experience of leading literacy initiatives

Good Knowledge & Understanding	<ul style="list-style-type: none"> • Up to date knowledge of all changes to the English Curriculum at all Key Stages. • A range of literacy intervention strategies to raise levels of literacy of targeted groups • Strategies for social inclusion, personalised learning and differentiation across a mixed ability range • Current national developments in education, teaching and learning • Up to date knowledge of the Ofsted Framework 	
Skills/Qualities	<ul style="list-style-type: none"> • Effective organisational skills with the ability to meet deadlines • Ability to gather, analyse and interpret data for effective target setting • Dynamic and innovative approach to teaching and learning developments within a department • Ability to model effective teaching methods in order to raise achievement • Ability to reflect on own practice and that of others in the Faculty • Ability to assess and promote students' progress in a variety of ways • Good interpersonal and communication skills • Sense of humour • Confident use of ICT • Ability to plan strategically in order to raise achievement • Ability to lead and influence others • Ability to build positive working relationships with colleagues and provide support through coaching/line management • Ability to write clear concise reports • Ability to carry out lesson observations, provide feedback and set suitable targets • Ability to lead, manage and implement changes to the curriculum • Ability to motivate and effectively manage students in large groups and individually • Passion for inclusive education • Positive Growth mindset 	

Equal Opportunities	<ul style="list-style-type: none"> • Awareness and commitment to equal opportunities issues and how these can be addressed in the classroom environment • Committed to the promotion of equal opportunities, fundamental British values** and Co-operative values*** 	
Child Protection	<ul style="list-style-type: none"> • Commitment to safeguarding and promoting the welfare of children and young people 	
Disposition	<ul style="list-style-type: none"> • Commitment to the comprehensive ideal, social inclusion and to raising standards for all students • To be interested in young people, how they learn and in developing ways of removing barriers to learning • Interest in developing interventions to counteract disadvantage, prevent underachievement and improve the literacy levels of all students • To believe in the importance of team work and a collaborative approach • Commitment to and understanding of collective responsibility and distributed leadership • Willingness to attend outside meetings and to work outside the timetabled day • Flexible approach and a sense of proportion • Ability to work hard with competing deadlines, prioritising appropriately and maintaining good humour 	

**Fundamental British values - democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs.

***Co-operative Values - self-help, self-responsibility, democracy, equality, equity and solidarity in addition to the ethical values of honesty, openness, social responsibility and caring for others.