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|  | **Specification for the post of****CURRICULUM LEADER MFL****WOODCHURCH HIGH SCHOOL** **A CHURCH OF ENGLAND ACADEMY** | ***Employee Specification Form******M23*** |

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| **Personal Attributes** |
|  | **Essential** | **Desirable** |
|  | **Attribute** | **Stage Identified** | **Attribute** | **Stage Identified** |
| **Qualifications** | * Good Honours Degree in appropriate subject
* Qualified Teacher Status
* Recent participation in relevant professional development
* DBS Clearance and Satisfactory references.
* PGCE/QTS in Secondary phase
 | L,F,R | * To have had significant mentoring and coaching experience
 | L,I |
| **Experience** | * Successful experience of leading a large department/faculty.
* Proven track record as an outstanding classroom teacher.
* High level skills in data handling and analysis.
* Presenting effectively to varying groups/audiences.
* Effective team leadership, initiating change.
* Record of outstanding achievement in results, student progress and classroom teaching.
* Teaching French and Spanish in a secondary school setting to GCSE level.
 | L,F,R,I | * Experience of partnership working
* Experience of leading staff in key aspects of school improvement or monitoring and evaluation
* Involvement in cross curricular, whole school activities
* Experience of leading training/development within school and externally
* To have had experience in remote and online planning and teaching.
 | L,F,R,I |
| **Knowledge and Skills** | * Be able to promote a learning culture which embraces new technologies and promotes skills development among pupils.
* Have effective team leadership and management.
* Evidence of raising achievement in your present post.
* Have evidence of recent CPD relevant to a leadership post.
* Possess excellent leadership and management skills with the ability to inspire, lead and work in a variety of teams.
* Understand how pupils learn and how to raise standards of achievement.
* Good knowledge and understanding of current educational thinking.
* Possess a positive approach to school improvement and excellence and have high expectations of yourself and others.
* Be an excellent communicator.
* Have excellent organisational skills.
* Lead by example and challenge underachievement effectively through support and accountability dealing sensitively to resolve conflicts and problems.
* Demonstrate excellent and innovative pedagogy.
 | L,I,R | * High level ICT Skills
* Statistical skills
* Have had a wide pastoral experience
 | L,I,R |
| **Personal Qualities** | * Self awareness (emotional self awareness, accurate self-assessment, self confidence).
* Social awareness (empathy, organisational awareness, service awareness).
* Self management (emotional self-control, transparency, adaptability, achievement orientation, initiative, optimism).
* Relationship management (developing others, inspirational leadership, change catalyst, influence, conflict management, team work and collaboration).
 | Selection Process |  |  |
| **Special Requirements** | * Ability to relate to and promote the Christian ethos of the school.
* To follow the School’s Child Protection and Safeguarding procedures.
* Willingness to undertake training as required.
* Excellent attendance and punctuality.
* Ability to work under pressure and meet deadlines.
* Commitment to raising of standards and achievement.
* Potential for further career development and progression.
* Ability to be able to work effectively as a form teacher and to support the development of pastoral work within school
* Excellent communication skills
* Excellent Team Player
* Stamina, resilience and optimism
* Loyalty
 | L,F,R,I | * Ability to contribute to CPD, coaching and mentoring
 | I |

Signed.......................................................................... KEY: F=FORM, L=LETTER, I=INTERVIEW, R=REFERENCE, P=PORTFOLIO