

Highfields School

Person Specification – Head of Department

Qualifications		
Honours degree standard in German or related subject or equivalent	Е	Application Form
Qualified teacher status	Е	Application Form
Further qualification /accredited professional development	D	Application form
Experience of		
Inspiring excellent learning and outcomes for students of German	Е	Application Form/Interview
Successful track record of teaching across key stages 3,4 and 5	Е	Application Form/Interview
Substantial involvement in curriculum development	Е	Application Form/Interview
Strategic planning and development within a department	D	Application Form / Interview
Participation in recent relevant professional development	Е	Application Form/Interview
Management/Leadership Training	D	Application Form/Interview
Networking with professionals in other settings	D	Application Form/Interview
Working as an examiner for GCSE or A level	D	Application Form/Interview
Professional knowledge of		
Components of high quality teaching and strategies for securing and		
sustaining high standards of teaching, learning and achievement for all	Е	Interview
students		
Developments and good practice in langauges curriculum and	Е	Interview
assessment		THE VIEW
Evidence of keeping up to date with current educational	Е	Interview
developments, initiatives and issues		
Exam board requirements	Е	Interview
Using student information to inform and implement effective intervention	Е	Interview
Awareness of confidentiality issues between home and school	Е	Application/Interview
Commitment to the safeguarding of students and young people	Е	Application/Interview
Understanding of relevant policies and codes of practice, including health	Е	Application / Interview
and safety requirements		Application / Interview
Professional skills and attributes		
Be able to give and take honest and accurate professional feedback	E	Application/Interview
Be part of a team and to work towards common goals	E	Application / Interview
Solve problems and make decisions	E	Interview
Good and effective communication, with well-developed interpersonal	Е	Application/Interview
skills to be able to inspire a wide range of people		
Ability to prioritise workload, plan time effectively and meet deadlines	E	Application/Interview
Excellent organisational skills	Е	Application/Interview
Adaptability to changing circumstances and new ideas	Е	Application/Interview
Responsibility for own professional development	Е	Application/Interview
Ability and willingness to engage in wider professional networks	Е	Application/Interview

E = Essential

D = Desirable