

**PERSONAL SPECIFICATION FOR THE POST OF  
HEAD OF DESIGN AND TECHNOLOGY  
HURSTMERE SCHOOL**



CATEGORY	ESSENTIAL	DESIRABLE	EVIDENCE
<b>Education and Training</b>			
Graduate teacher able to offer Design and Technology at KS3 and KS4	✓		App/Int
Teaching qualifications	✓		App/Cert
<b>Experience</b>			
Evidence of successful teaching in a mainstream school (11 to 16) across ability range		✓	App/Ref
Full-time professional teacher experience	✓		App
Experience of assessment of student performance at KS3 and KS4.	✓		Int
Experience of working as part of a team.	✓		Int/Ref
Experience of the role of a form tutor		✓	App
<b>Aptitudes (Abilities and Skills)</b>			
Good classroom teacher with a lively, interactive approach..	✓		Int/Ref
Sound understanding of educational initiatives.	✓		Int/Ref
Good understanding of assessment for learning.	✓		Int/Ref
Effective classroom manager.	✓		Int/Ref
Commitment to own personal and professional development, prepared to undergo further training.	✓		Int/Ref
Patience, determination and tact – with students, parents and colleagues.	✓		Int/Ref
Good communication skills, orally and in writing.	✓		Int/Ref
Able to relate and interact with young people.	✓		Int/Ref
Good inter personal skills.	✓		Int/Ref
A commitment to high standards	✓		Int/Ref
Good organisational and administrative skills.	✓		Int/Ref
ICT literate.	✓		App
Good understanding of the recent curriculum changes at KS4.	✓		App/Int
Ability to speak English with confidence and accuracy, using accurate sentence structure and vocabulary.	✓		Int
Ability to choose the right kind of English vocabulary for the situation in hand without a great deal of hesitation.	✓		Int
Experience of teaching the new reformed GCSE.		✓	App/Int
Experience of being an examiner/moderator.		✓	App/Int
<b>Additional Requirements</b>			
Commitment, enthusiasm and energy.	✓		Int/Ref
Prepared to take responsibility and use initiative.	✓		Int
A commitment to equal opportunities	✓		Int
An ability and willingness to aim, inspire and motivate all learners.	✓		Int
The ability to be a reflective and evaluative practitioner who is willing to learn and develop.	✓		Int/Ref
Willingness to contribute to the wider life of the school.	✓		App/Int
Reliable and punctual	✓		App
Good health record.	✓		Int
Ability to work under pressure and determination to succeed	✓		Int/Ref

**App – Application      Int – Interview      Ref – Reference**

Hurstmere School is committed to maintaining a safe and secure environment for all students and a “culture of vigilance” to safeguard and protect all in its care. There are policies and procedures in place, including safer recruitment procedures. All staff and volunteers are expected to uphold this safeguarding commitment. Offers of employment are subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check and other employment checks.