DEPUTY HEADTEACHER PERSON SPECIFICATION

St Thomas More Catholic High School

Source Key: A = Application Form, I = Interview, R = References, CC = Checking Certificates

Faith Commitment	Essential	Desirable	Source
A practising Catholic (fulfilling the requirements of the *Diocesan Briefing Note*)	✓		A/I/R
Secure understanding of the distinctive nature of the Catholic school and Catholic education	✓		A/I/R
Understanding of the leadership role in spiritual development of pupils and staff	✓		A/I/R
Involvement in parish community		✓	A/I/R
Leading school worship	✓		A/I/R

Qualifications	Essential	Desirable	Source
Qualified teacher status	✓		A/CC
Degree	✓		A/CC
CCRS/CTC (or equivalent) or commitment to obtaining the certificate		✓	A/CC/I

Professional Development	Essential	Desirable	Source
Evidence of appropriate professional development for the role of deputy headteacher	✓		A
Evidence of recent leadership and management professional development	✓		A
Evidence of appropriate safeguarding training	✓		A/I/CC

School leadership and management experience	Essential	Desirable	Source
To have substantial and current experience as a middle leader	✓		A/I/R
To have had active and effective leadership of a team/key stage/curriculum area/department	✓		A/I/R
To have taken an active involvement in school self-evaluation and development planning	✓		A/I/R
To have implemented and developed a whole school initiative		✓	A/I/R
To have had responsibility for policy development and implementation	✓		A/I/R
To have had experience of and ability to contribute to staff development (e.g. coaching, mentoring, INSET for staff)	✓		A/I/R

Experience and knowledge of teaching	Essential	Desirable	Source
Experience of teaching in more than one school		✓	A/I
Significant teaching experience	✓		A/I/R
To have a knowledge and understanding of all key stages in the school	✓		A/I/R
To be able to effectively use data, assessment and target setting to raise standards/address weaknesses	✓		A/I/R

Professional Attributes	Essential	Desirable	Source
To have excellent written and oral communication skills (which will be assessed at all stages of the process)	✓		A/I
To have excellent interpersonal, teamwork and problem solving skills and strong self-motivation	✓		I/R

Application Form and Supporting Statement
The form must be fully completed and legible. The supporting statement should be clear, concise (within the required word count) and related to the specific post