

## **PERSON SPECIFICATION: DEPUTY HEADTEACHER**

### **QUALIFICATIONS AND TRAINING**

1. To hold a teaching certificate in Education which is recognised by the DfE
2. A graduate
3. To have evidence of continuing and recent professional development relevant to the post.

### **KNOWLEDGE AND UNDERSTANDING RELEVANT TO THE JOB**

1. Knowledge of equality of opportunity issues and how they can be addressed in schools.
2. An excellent understanding of current theory and practice of best practice in teaching and learning.
3. A good understanding and track record of effective leadership and management in relation to raising pupils' attainment and school improvement.
4. An understanding of the importance of the culture and ethos of a school in securing high standards and of strategies for improving these.
5. Good understanding of effective strategies for gaining and maintaining high standards of discipline at whole school level, in accordance with the school's policy.
6. Good understanding of how opportunities can be made to enrich and enhance the curriculum to address the needs of all pupils.
7. Good up to date understanding of child protection issues and procedures.
8. Good understanding of statutory requirements upon schools.
9. An understanding of the role of parents and the community in school improvement and how this can be promoted and developed

### **EXPERIENCE RELEVANT TO THE JOB**

1. Recent, significant and successful experience as a teacher in the secondary phase.
2. A proven track record of raising attainment as a classroom teacher and line manager for curriculum team(s).
3. Significant and successful experience of leading aspects of provision at whole school level, e.g. as a curriculum leader.
4. Successful experience of contributing to and sustaining school improvement, as a member of a leadership team.
5. Experience of supporting/mentoring colleagues in order to secure school improvement.

6. Successful experience of improving the quality of teaching and learning, through processes of monitoring and support.
7. Experience of managing and using pupil attainment and tracking data bases.
8. Experience of developing and leading staff development programmes for teachers and other staff.
9. Experience of initiating and implementing strategies to improve parental involvement in their children's learning.

## **APTITUDE AND SKILLS**

1. To be an good/outstanding teacher.
2. To be able to demonstrate sustained positive impact on pupil achievement.
3. To be able to demonstrate sustained, effective line management of a curriculum area or curriculum areas.
4. Ability to provide a model of best practices, through teaching in own and others classrooms.
5. To demonstrate leadership qualities, including the ability to enthuse and motivate others.
6. To be able to articulate a clear vision for high quality education.
7. To have a good personal presence, good communication skills and a sense of humour.
8. To be able to communicate clearly both orally and in writing with a diverse range of audiences, including children, parents and carers, governors, staff and outside agencies.
9. To relate well to children and be responsive to their needs.
10. To be able to develop and maintain effective relationships with all members of the school community and outside agencies.
11. To be approachable, accessible and flexible.
12. To be able to work effectively under pressure, to prioritise appropriately and to meet deadlines.
13. To have good analytical skills, being able to synthesise complex information, summarise, draw appropriate conclusions and make decisions.
14. To be able to understand, interpret and present school performance and financial data.