

Assistant Head: Director of Co-Curricular and Outreach

Education and Qualifications	Essential	Desirable	Assessment
Qualified teacher status	✓		A
Good honours graduate	✓		A
Commitment to personal/professional development	✓		A/I

Experience	Essential	Desirable	Assessment
Experience of teaching KS3, KS4 and A Level	✓		A/I
Experience of the International Baccalaureate		✓	A/I
Experience building and sustaining relationships with external clients and students	✓		

Knowledge and Understanding	Essential	Desirable	Assessment
Secure knowledge and understanding of the concepts and skills in specialist subject	✓		A/I
Clear understanding of the secondary curriculum and its assessment	✓		A/I
Ability to employ a range of effective teaching, learning styles and assessment methods	✓		A/I
Ability to use assessment data to inform planning and set targets	✓		A/I
Ability to access and use classroom relevant research and inspection evidence to improve teaching and learning in subject		✓	A/I

Teaching and Learning	Essential	Desirable	Assessment
Ability to raise achievement for all	✓		A/I
Committed to ensuring excellent standards of behaviour at all times	✓		A/I
Excellent communication skills	✓		A/I
Experience of teaching a range of courses including KS3, GCSE, AS, A2 and IBDP		✓	A/I

Skills and Attributes	Essential	Desirable	Assessment
Ability to establish good working relationships and effective teamwork	✓		A/I
Good communication skills	✓		A/I
Excellent role model for staff and students	✓		A/I
Innovatory approaches to curriculum delivery	✓		A/I
Ability to generate ideas and drive initiatives	✓		A/I
Willingness to contribute to extra-curricular activities	✓		A/I

Personal Qualities	Essential	Desirable	Assessment
High expectations of students and colleagues	✓		A/I
Highly motivated and able to motivate and inspire students	✓		A/I
Enthusiastic and committed	✓		A/I
A passion for teaching	✓		A/I
Open-mindedness	✓		A/I
A forward-thinking approach	✓		A/I
Excellent interpersonal skills	✓		A/I
Ability to be reflective and self-critical	✓		A/I
Display calmness under pressure	✓		A/I
Potential for further promotion		✓	A/I
Have an understanding and interest in boarding duties	✓		A/I
A commitment to the whole life of a busy boarding community	✓		A/I
Charismatic - having 'a presence'	✓		A/I
Enthusiasm for developing all aspects of the Co-Curricular and Outreach programme	✓		
Flexible approach to working – some evening and weekend work may be required	✓		
Recognise the importance of personal responsibility for Health and Safety	✓		
Willingness to take on other roles and responsibilities within the department	✓		A/I
Commitment to the school's ethos, aims and its whole community	✓		

Assessment Key

A Application Form

I Interview