# Person Specification: Headteacher



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|  | Essential | Desirable |
| Faith Commitment  | * A practising and committed Catholic
* A secure understanding of the distinctive nature of a Catholic School.
* Ability to demonstrate care, compassion and reconciliation.
* Ability to lead acts of worship in the Catholic School.
 | * Evidence of participation in parish or Catholic community life.
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| Qualifications and training  | * Qualified Teacher status
* Honours graduate or equivalent.
* Evidence of ability to lead quality professional development opportunities.
 | * Qualification in Catholic Teaching or Leadership e.g. CCRS or MA in Catholic Education.
* NPQH qualification
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| Experience  | * Proven successful track record of teaching in a least two key stage areas.
* Successful experience at senior leadership at assistant or deputy level or equivalent.
* Through knowledge and understanding of current educational issues.
* Successful experience of leading one or more subjects’ areas, or whole school curriculum initiatives.
 | * Recent experience in a Catholic School
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| Strategic Leadership  | * Ability to articulate and share a vision for the Catholic School.
* Ability to inspire and motivate all in the community
* Evidence of successful strategies for planning, monitoring , reviewing and evaluating school improvement.
* Ability to analyse data, develop strategic plans, set targets and achieved desired outcomes.
* Ability to develop polices and procedures that demonstrate the Catholic ethos of the school and a commitment to equal opportunities for all.
* Understanding of the role of the governing body in the Catholic School .
* Understanding of and commitment to promoting the safeguarding and welfare of pupils.
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| Learning and Teaching  | * A secure understanding of the statutory requirements for the curriculum and assessment.
* Knowledge and experience of a range of successful learning and teaching strategies to meet pupils’ needs.
* A secure understanding of assessment procedures and practices which enhance pupils’ learning.
* Experience of effective monitoring and evaluation of learning and teaching.
* Successful experience in creating an effective learning environment and developing and implementing policy and practice to ensure excellent pupil behaviour.
 | * The ability to role model excellent teaching
* An understanding of the Curriculum Directory for RE.
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| Leading and Managing staff  | * Ability to build and support effective teams
* Ability to delegate and support colleagues
* Experience of performance management for staff and supporting continuing professional development relevant to the school and individual .
* Understanding of budget planning, staff deployment and effective use of resources.
* A commitment to the pastoral care of staff.
 | * Experience of working with governors in strategic areas.
* Involvement in staff recruitment, appointment and induction.
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| Accountability  | * An understanding of the relationship between the headteacher and the governing body.
* Ability to communicate effectively in writing and orally to a range of audiences including pupils, parents, staff, governors, clergy, fellow professional and media.
* Ability t produce clear reports, information and advice to staff and governors.
* Ability to provide clear information to the Diocese and the CES when required.
* Ability to set clear targets and means in which to achieve them.
* Ability to present the school at its best in the Catholic and wider communities and in the media.
 | * Understand the criteria for evaluating a Catholic school.
* Experience of presenting reports to governors.
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| Skills, qualities and abilities  | * High quality teaching skills
* Unreserved commitment to the mission of the Catholic school
* High expectation of pupils learning and attainment.
* Strong commitment to school improvement through the pursuit of excellence.
* Ability to build and maintain good relationships .
* Ability to remain positive and enthusiastic when working under pressure.
* Ability to prioritise, meet deadlines and manage own time effectively.
* Empathy with children.
* Good interpersonal skills.
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| Personal attributes  | * Stamina, energy and resilience
* Optimistic outlook
* Confidence
* Commitment to own work/life balance
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