

PERSON SPECIFICATION

We are looking for the right person to fill this vacancy; you are looking for the right school to work in. We hope that this booklet and other documentation (on the website) give you a flavour of Goffs. To help you in your application, we show below both the essential and desirable characteristics that we are seeking when reviewing applications and at interview.

Category	Essential	Desirable	Evidence
Qualifications	<p>Educated to Honours degree or above</p> <p>Qualified Teacher status</p> <p>Evidence of relevant professional development</p> <p>Has successfully undertaken Secretary of State approved 'safer recruitment' training</p>	<p>Post graduate qualifications (including NPQH, Masters degree/post graduate diplomas)</p> <p>Recognised leadership or management qualifications</p>	<p>Application form</p> <p>Interview</p> <p>References</p> <p>Certificates</p>
Experience & Knowledge	<p>Substantial experience of:</p> <ul style="list-style-type: none"> · Senior leadership in a secondary school · Improving student outcomes · Financial planning to ensure effective use of budget and resources · Managing, motivating and inspiring staff <p>Substantial knowledge of:</p> <ul style="list-style-type: none"> · Strategies for raising students' achievements · Models of learning and teaching, behaviour and attendance management · Strategies for ensuring inclusion, diversity and access · Current educational trends and issues, including national policies, priorities and legislation, underpinning school effectiveness · Curriculum design and management · Financial planning, budgetary management and principles of best value · Principles and practice of quality assurance systems, including school review, self-evaluation and performance management 	<p>Working with other schools and organisations to develop productive partnerships</p>	<p>Application form</p> <p>Interview</p> <p>References</p>



Category	Essential	Desirable	Evidence
Professional Development	<ul style="list-style-type: none"> · Legislation relating to safeguarding and SEND · Statutory requirements on the curriculum and assessment 		Application form Interview References
Strategic Leadership	<ul style="list-style-type: none"> · Exceptional strategic planning skills, with a proven ability to translate vision into clear, coherent plans · Ability to articulate and share an inspiring vision · Demonstrated ability to lead, coordinate, delegate and empower · An exceptional, collaborative, inspirational leader with proven ability to build positive working relationships, negotiate with and influence individuals and relevant groups · Experience of implementing successful strategies for school improvement · Successful implementation of strategies for performance management · Ability to manage change and work under pressure of changing circumstances 		Application form Interview References
Learning & Teaching	<ul style="list-style-type: none"> · Understanding of the characteristics of highly effective learning in a comprehensive environment: great classrooms create great schools · Knowledge and experience of a range of learning and teaching strategies to meet the needs of all students · Experience of curriculum development 		Application form Interview References



Category	Essential	Desirable	Evidence
Leading & Managing Staff	<ul style="list-style-type: none"> · Commitment to visible leadership · Ability to delegate work and support colleagues · Experience of working effectively with governors/Trustees · Involvement in staff recruitment, appointment and induction 	Experience of leading and supporting governor/Trustee training and development	Application form Interview References
Qualities, Skills & Abilities	<ul style="list-style-type: none"> · An immediate and palpable presence and sense of leadership · Ability to enthuse children and adults · A strong belief in inclusion for all · Unwaveringly high expectations for students' achievements · Leading by example, with integrity, resilience and fairness · Excellent interpersonal and communication skills · Ability to develop and sustain a safe, secure and healthy school environment, ensuring an understanding of the legal issues related to managing a school · Ability to organise work and manage time effectively · Ability to be innovative, creative and tenacious 		Application form Interview References
Safeguarding	<ul style="list-style-type: none"> · Evidence of commitment to promoting the health, welfare and safeguarding of children · Evidence of promoting, implementing and monitoring equal opportunities across all aspects of the school 		Application form Interview References

