

Head of Year

Person Specification

# Essential Criteria for Appointment

* Qualified teacher status
* At least 2 years’ teaching experience in a secondary school
* Evidence of and a commitment to continued professional development
* Evidence of the ability to raise pupil achievement across the full age and ability range
* Excellent communication skills, both orally and written
* Evidence of leading, managing, developing and inspiring people individually and as a team
* The ability to plan, implement, monitor and evaluate change
* Evidence of the ability to work effectively under pressure and maintain self-motivation
* The ability to take initiative and accept responsibility
* The capacity to listen, empathise and resolve conflict
* A knowledge of current educational issues especially in relation to pastoral care and child protection
* Evidence of the ability to work with governors, senior management team, and heads of faculty on whole school initiatives
* An open, inquiring mind
* Evidence of the willingness to inspire and take an interest in the well-being and personal development of pupils and students
* Experience of dealing successfully and diplomatically with parents, community representatives and external agencies

# Desirable Qualities

* Experience of pastoral responsibility at least as a form tutor
* Experience of supporting colleagues’ professional development