**Person Specification**

**Post: Assistant Head of Year (non-teaching)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Attributes** | **Essential** | **Desirable** | **How Identified** |
| **Qualifications** | GCSE Maths and English | Good honours degreeRelevant CPD | ApplicationCertificate |
| **Experience** | Values drivenStrong behaviour managementTailored intervention and knowledge that challenges and supports students | Working in an inner-city area of high deprivationWorking within challenging contexts | ApplicationInterview |
| **Knowledge and skills** | High expectations which motivate and challenge studentsPromote, support and challenge behaviour to ensure a disciplined and joyful cultureSupporting vulnerable studentsCommitment to safeguardingRazor-sharp focus on dataSupport colleagues to bring out the best in them | Understanding of what makes a Dixons academy different and successfulLeadership in large group settingsSEND theory and practiceWorking knowledge of safeguardingBuild a cohesive team and create clarity with staff, families and multi-agenciesStrong analytic skillsExperience of working with multi-agency intervention | ApplicationInterviewReferences |
| **Character** | Strong moral purpose and drive for improvementMission-alignedHumble and kindMotivated, enthusiastic and flexibleExcellent interpersonal skillsResilient and determined to succeedAbility to receive and act on feedbackStrong attention to detailAbility to work under pressureCommitment to the full life of the academy | Good sense of humourDesire to develop yourself | ApplicationInterviewReference |