**Person Specification**

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

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| **Attributes** | **Essential** | **Desirable** | **How Identified** |
| **Qualifications** | GCSE Maths and English | Good honours degree  Relevant CPD | Application  Certificate |
| **Experience** | Values driven  Strong behaviour management  Tailored intervention and knowledge that challenges and supports students | Working in an inner-city area of high deprivation  Working within challenging contexts | Application  Interview |
| **Knowledge and skills** | High expectations which motivate and challenge students  Promote, support and challenge behaviour to ensure a disciplined and joyful culture  Supporting vulnerable students  Commitment to safeguarding  Razor-sharp focus on data  Support colleagues to bring out the best in them | Understanding of what makes a Dixons academy different and successful  Leadership in large group settings  SEND theory and practice  Working knowledge of safeguarding  Build a cohesive team and create clarity with staff, families and multi-agencies  Strong analytic skills  Experience of working with multi-agency intervention | Application  Interview  References |
| **Character** | Strong moral purpose and drive for improvement  Mission-aligned  Humble and kind  Motivated, enthusiastic and flexible  Excellent interpersonal skills  Resilient and determined to succeed  Ability to receive and act on feedback  Strong attention to detail  Ability to work under pressure  Commitment to the full life of the academy | Good sense of humour  Desire to develop yourself | Application  Interview  Reference |