

## PERSON SPECIFICATION – DEPUTY HEADTEACHER

Category	Essential	Desirable	Where Identified
<b>Application</b>	<ul style="list-style-type: none"> <li>Fully supported in reference</li> <li>Well-structured supporting letter which very clearly relates to demonstrating how the person specification is met</li> </ul>		<ul style="list-style-type: none"> <li>Application</li> <li>Reference</li> </ul>
<b>Qualifications and Training</b>	<ul style="list-style-type: none"> <li>Graduate</li> <li>Qualified Teacher Status</li> <li>Substantial continued professional development in relevant management areas</li> </ul>	<ul style="list-style-type: none"> <li>Additional relevant qualifications/study</li> <li>NPQH (achieved or in progress) or similar evidence of professional development</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience in senior leadership role</li> <li>Evidence of raising achievement and standards</li> <li>Ability to use data to set target and track student progress</li> <li>Managing the school in the Headteacher's absence</li> <li>Leadership of diverse teams</li> <li>Teaching in more than one school</li> <li>Lead staff development</li> <li>Significant whole school responsibility in a range of areas covering both academic and/or pastoral responsibilities</li> <li>Successful experience visioning, planning and implementing change</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum innovation 14-19</li> <li>Working with outside agencies</li> <li>Understanding of principles of timetabling</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Reference</li> <li>Interview</li> </ul>
<b>Expertise</b>	<ul style="list-style-type: none"> <li>Excellent classroom teaching skills</li> <li>Evidence of raising attainment and standards</li> <li>Ability to use data to set target and track student progress</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of assessment and target setting strategies</li> <li>Evaluation procedures</li> <li>Knowledge of relevant research</li> </ul>	<ul style="list-style-type: none"> <li>Application</li> <li>Reference</li> <li>Review</li> </ul>

	<ul style="list-style-type: none"> <li>• ICT skills to manage the requirements of the post with confidence</li> <li>• Excellent knowledge and understanding of diversity and equality requirements</li> <li>• A clear vision and understanding of current curriculum developments.</li> </ul>		
<b>Personal Attributes</b>	<p>A range of personal qualities relevant to Deputy Headship including:</p> <ul style="list-style-type: none"> <li>• Commitment to improved life chances for all young people.</li> <li>• Ability to demonstrate enthusiasm and sensitivity while working with others</li> <li>• Ability to initiate and lead change</li> <li>• Caring attitude towards staff, pupils and parents</li> <li>• An excellent health and attendance record</li> <li>• Evidence of being able to build and sustain effective working relationships with staff, Governors, parents and the wider community</li> <li>• A well-reasoned educational philosophy in tune with the school ethos</li> <li>• Resilience and tenacity</li> <li>• Creativity, flexibility and innovation</li> <li>• Humour, warmth and energy</li> <li>• Reliability under pressure</li> <li>• Full commitment to safeguarding and promoting the welfare of children and young people.</li> </ul>	<ul style="list-style-type: none"> <li>• Generosity of time and spirit</li> </ul>	<ul style="list-style-type: none"> <li>• Application</li> <li>• References</li> <li>• Interview</li> </ul>