Deputy Headteacher – Person Specification

Post title:	Deputy Headteacher
School:	John Betts Primary School
Pay Range:	Leadership point 10 to Leadership point 14
Line Manager:	Headteacher and Governing Body
Supervisory Responsibilities:	Teachers (including TLR post holders); Teaching Assistants & support staff

This form lists the essential requirements for this post. Applicants will be shortlisted solely on them meeting these requirements. Applicants will be expected to address all aspects when completing their supporting statement. This should be no more than 3 sides of A4 using a font size no less than Calibri 11 point.

Essential Requirements

Qualifications and Experience

1. Qualified teacher status recognised by DFE
2. Evidence of recent and continuous professional development and leadership training including where relevant, qualifications
3. Significant and successful experience working as a member of the senior leadership team in primary school
4. Preferably experience of working in more than one primary school

Shaping the Future

5. Successful experience leading aspects of a broad, balanced and differentiated curriculum and assessment including identifying needs, planning, monitoring and evaluation of standards
6. Evidence of leading whole school initiatives that have a demonstrable impact on pupil attainment, inclusion and wider outcomes for the whole school community
7. Seeking examples of good practice from other schools; to enhance the standards, achievement and curriculum in their own school.
8. Ability to provide effective financial management; and support the school in securing best value for money, managing the school budget and ensure investment in new resources has a positive impact.

Professional Knowledge

9. A clear understanding of the essential qualities necessary for effective teaching and learning
10. Up to date knowledge of statutory regulations and guidance relating to the post. Keeping abreast of current changes and legislations in education. Clear knowledge of the EIF and implementing these changes

Leading Teaching and Learning

11. Proven ability to use monitoring and evaluation in or to raise pupil achievement
12. Evidence of the ability to be creative and innovative in teaching, learning and leading change
13. Evidence of being a role model in delivering outstanding teaching and learning.

Securing Accountability and working with others

14. An excellent understanding and ability to analyse data, to evaluate the performance of pupil groups, pupil progress and plan an appropriate course of action for whole school improvements.
15. Ability to deal effectively with underperformance
16. Deal successfully with incidents that may include tackling difficult situations and conflict resolution

Leadership skills

17. Evidence of developing and reviewing whole school systems to ensure robust evaluation of school performance and actions to secure improvements.
18. Evidence of developing and delivering effective and inspirational professional development for staff (including mentoring and coaching as appropriate).
19. Evidence of communicating effectively to a wide range of audiences/stakeholders including external agencies (verbal, written using ICT as appropriate)
20. Evidence of supporting, motivating and inspiring both colleagues and children leading them to successfully achieve agreed goals
21. Ability to work cooperatively both as a leader and a member of different teams.
22. Evidence of thinking and acting strategically

Interpersonal Skills

23. The ability to use inter-personal and management skills to provide strong leadership and to promote a clear vision for the school.
24. Ability to delegate effectively and effectively involve all stakeholders in decisions about school improvement
25. Be an effective team player that works collaboratively and effectively with others

Commitment

Demonstrate a commitment to:

26. Equalities
27. Promoting the school's vision and ethos
28. On-going relevant professional self-development
29. Safeguarding and child protection

Attributes

- Approachable, friendly, empathetic, determined, resilient, ambitious, optimistic, highly organised and a sense of humour.