

Person Specification

Attributes

Qualifications

Essential

- Qualified Teacher status
- First degree or equivalent

Desirable

- The National Professional Qualification for Headship (NPQH)
- Evidence of recent relevant study

Experience

Essential

- Proven leadership experience in a secondary school context
- Demonstrate substantial and successful teaching experience at Key Stage 3/4.
- Evidence of leading, implementing, monitoring and reviewing school curriculum.
- Experience of developing excellent teaching and challenging underperformance.
- Demonstrable experience of successful line management and staff development.
- Proven record of successfully leading whole school improvement.
- Experience of collaborative working with and developing links with the community.

Desirable

- Proven leadership experience of PRU/AP/SEND Educational settings.
- Experience of working with and/or involving school Governors/Management Committee members.

Knowledge & Understanding

Essential

- Knowledge of national educational standards and expectations.
- Knowledge of the legal framework and requirements for education and of educational policy and the process of policy making.
- Knowledge of governance at national, local and school level.
- Knowledge and understanding of data analysis; ability to use data to set targets for improvement and evaluate an action plan in relation to those targets.
- Knowledge of models of quality learning and teaching; highly effective behaviour and attendance management; and strategies for ensuring inclusion, diversity and access.
- Legal issues relating to managing a school, including equal opportunities, race relations, disability, human rights, employment and health and safety legislation.
- Confident in whole school self-evaluation and school improvement planning process.
- Up to date knowledge & understanding of the current national education agenda.
- Understanding of how children & adults learn and effectively apply their learning to their own practice.
- Understanding of the contribution of the School to the community.

- Understanding of how to evaluate and review the cost effectiveness of a major spending decision in terms of educational standards and the quality of education.
- Knowledge of duty to safeguard the welfare of all children and young people within the School, by ensuring that the School's policies and procedures relating to safeguarding children and child protection are fully implemented and followed by all staff.

Leadership Skills

Essential

- The ability to develop and maintain a clear vision for the School skillfully articulating the vision to diverse audiences.
- To be able to plan, prioritise, implement and evaluate organisational strategies, making best use of available resources.
- Well-developed leadership skills and the ability to enthuse, inspire and motivate others.
- The ability to lead by example with integrity, creativity, clarity and resilience, demonstrating a strong moral purpose.
- Demonstrate effective decision making skills to be able to initiate, implement and monitor policies and practices.
- Demonstrate strategic thinking and leadership, a commitment to creativity.
- Ensure a whole school culture of CPD, driven by evidence, so that teaching is high quality in all subjects and areas of learning
- Ability to build relationships with the governing body and parents.
- Evidence of successful school improvement planning and delivery.

Decision-Making Skills

Essential

- The ability to listen and consider stakeholder's views in decision making
- Ability to investigate, resolve problems and make decisions.
- Ability to make effective and strategic judgements under pressure and scrutiny.
- Collect and weigh evidence, make judgements and take decisions in line with good educational practice.
- Ability to think creatively and imaginatively to solve problems and identify opportunities.

Communication Skills

Essential

- Ability to demonstrate and communicate vision and inspire others to follow
- Effective communication skills orally and in writing to a wide range of audiences.

Self-Management Skills

- Ability to plan time and organise work effectively.
- Work under pressure
- Recognise that a work/life balance is important and take steps to manage workload of self and staff to ensure a healthy and happy life outside of work.

School Ethos

Essential

- Promote and ensure that the school is inclusive and welcoming to everyone.

- Ensure that the school builds positive character such as resilience, problem-solving and respect for all.
- Ability to support and help develop a vision for high quality education which promotes spiritual, moral and cultural development.

Personal Attributes

Essential

- To uphold and demonstrate the Seven Principals of Public Life at all times
- Demonstrate consistently high standard of principled and professional conduct.
- Energy, tenacity and the ability to work under pressure in challenging circumstances.
- Enthusiasm.
- Commitment to equality.
- Capacity to influence others.
- Adaptability to changing circumstances & ideas.
- A sense of humour and willingness to resolve difficulties by working with people face to face not solely through electronic communication.
- Reliability and integrity.