

FACTOR	ESSENTIAL	DESIRABLE	MEANS OF ASSESSMENT
1. SKILLS, KNOWLEDGE AND APTITUDES	<ul style="list-style-type: none"> A clear understanding of the role of the pastoral team in raising standards of achievement Excellent organisational and communication skills Effective record keeping practices Ability to relate well to students in teaching and pastoral roles 	<ul style="list-style-type: none"> Experience of working with changing roles and circumstances Awareness of a range of approaches to managing the pastoral and raising achievement agendas. 	Interview Application form References Selection Tasks
2. QUALIFICATIONS AND TRAINING	<ul style="list-style-type: none"> A degree or equivalent Qualified Teacher Status A professional development record including a focus on pastoral and management issues 	<ul style="list-style-type: none"> Evidence of further study Evidence of working as a reflective practitioner, using a variety of approaches to secure ongoing professional development DSL Safeguarding Training 	Application form Interview References Sight of Certificates
3. EXPERIENCE	<ul style="list-style-type: none"> Evidence of a long term interest in pastoral work Evidence of leadership and teamwork activities Experience of working with external agencies Good track record of teaching at secondary level Working in partnership with parents Experience of analysing and interpreting data to ensure effective student outcomes Experience supporting whole-school behaviour management and year teams and/or anti-bullying and/or student leadership outside the classroom setting Experience of successfully developing and implementing whole-school strategies in an aspect directly relevant to this role e.g. whole-school behaviour management, sanctions and rewards policies, Tutor Time programmes, student leadership, anti-bullying, effective academic mentoring strategies etc. 	<ul style="list-style-type: none"> Experience of day to day operational management responsibility for the work of other staff Experience of leadership/management in a school e.g. Head of Year, Head of Department, Inclusion & Behaviour Manager Demonstrable evidence of innovating and adapting curricula to engage children and enable them to reach their potential Experience of activities designed to improve attendance, behaviour and/pastoral care Experience of investigating and applying fixed-term or permanent exclusions 	Application form Interview References
4. PERSONAL QUALITIES	<ul style="list-style-type: none"> Ability to respond consistently and professionally to challenging behaviours of all kinds Resilience A sense of humour Commitment to success in education Good team worker Prepared to accept responsibility and take initiative Good organisational skills Ability to form and maintain appropriate relationships and personal boundaries with students 	<ul style="list-style-type: none"> An interest in and commitment to, the whole school community Ability to motivate students Highly motivated and enthusiastic A positive response to approaching change and tackling new challenges 	Interview
5. SPECIAL REQUIREMENTS	<ul style="list-style-type: none"> Satisfactory Enhanced Disclosure with the Disclosure and Barring Service Occupational Health clearance 		Application form Interview References