

Job Title: Assistant Vice Principal

Grade: Leadership 11 - 15

Line Manager: Principal

Location: Whitley Academy

Job Requirements:

Knowledge:

- Up to date knowledge of school performance measures and the Ofsted framework
- Up to date knowledge of curriculum and assessment from Key Stage 3 to Key Stage 5
- An understanding of pedagogy and current thinking about effective teaching and learning
- Knowledge of the school's role in providing for the individual needs of students, including those with special educational needs and more able students.
- Knowledge of equal opportunities and anti-discriminatory practices
- Knowledge of statutory safeguarding and child protection requirements
- Knowledge and understanding of the use of data, including target setting and tracking student progress
- An understanding of different leadership styles

Skills and Abilities:

- The ability to establish and maintain strong relationships with staff and students
- The ability to work as a member of a team and to lead others in teams
- The ability to hold others to account through effective line management
- The ability to undertake a range of quality assurance procedures effectively
- The ability to handle potentially difficult situations sensitively
- The ability to manage challenging student behaviour effectively and respond appropriately to it
- An appreciation of the importance of establishing and developing a good professional working relationship with students, parents and Governors, the local community, partner schools and other external agencies
- The ability to analyse, evaluate and present data systematically
- The ability to communicate effectively, both orally and in written form
- The ability to meet deadlines
- The ability to teach to at least Key Stage 4
- A commitment to comprehensive and inclusive education
- The ability to manage change successfully and to be flexible where required
- A willingness to contribute to the leadership of whole school development
- The ability to self-reflect and to take responsibility for own personal and professional development

Experience:

- At least 3 years' experience of middle leadership including significant leadership of others
- Evidence of leading on and managing curriculum and/or pastoral issues
- Range of CPD activities as a participant and leader
- As a teacher, a proven track record of good or better outcomes for students

Educational:

- Good Honours Degree and qualified teacher status
- Evidence of or interest in possible further study

Essential characteristics for a Whitley Academy staff member:

- Resilience
- Passion about all young people's learning and having the chance to learn.
- Enthusiastic for teaching and learning
- Positive outlook
- Team Player
- Advocacy for Whitley Academy students and their community.

Special Requirements

This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A Criminal Record Disclosure will be required prior to appointment.

Updated: January 2019