



EDMONTON COUNTY SCHOOL Person Specification

Job Title: Deputy Headteacher
Date: September 2019

Attributes	Essential	• Desirable	How identified
Education and Qualifications	<ul style="list-style-type: none">• A good honours degree PGCE, QTS.	<ul style="list-style-type: none">• Evidence of further professional study eg MA	Application form. References.
Relevant experience	Has a proven track record of:		<ul style="list-style-type: none">• Application form and statement.• References.• Interview tasks
	<ul style="list-style-type: none">• Holding a senior curriculum or pastoral leadership role and successful experience at team leadership level i.e. Assistant Head or Head of a major Faculty	Current post holder in a school. Experience of leading behaviour for learning	
	<ul style="list-style-type: none">• knowledge of what constitutes excellent teaching and learning	<ul style="list-style-type: none">• Leading innovative and successful whole school initiatives to raise student achievement	
	<ul style="list-style-type: none">• Leading improvements in the quality of teaching and learning linking to student progress and raising standards		
	<ul style="list-style-type: none">• Expertise using data to set targets, monitor and track student achievement and progress and build capacity in others that is sustainable	Expertise with SIMs	
	<ul style="list-style-type: none">• Developing, leading and implementing interventions in either a curriculum or pastoral area to target improvement	Raising Achievement Planning	
	<ul style="list-style-type: none">• Evaluating impact to identify priorities resulting in improving practice and outcomes		
	<ul style="list-style-type: none">• Using performance management and intelligent accountability to drive up standards		
	<ul style="list-style-type: none">• Leading teams and participating as a team member		
	<ul style="list-style-type: none">• Setting high standards to staff and students by personal example		
	<ul style="list-style-type: none">• Dealing with day-to-day issues while remaining focused on longer-term goals		
	<ul style="list-style-type: none">• The energy, enthusiasm and skills of an outstanding teacher		
Special knowledge and skills	Able to demonstrate s/he can take responsibility as and for: <ul style="list-style-type: none">• Strategic lead for major areas of the school	<ul style="list-style-type: none">• Evidence of project management• Understanding and expertise in using	Application form. At interview. References.

	<ul style="list-style-type: none"> • Demand ambitious standards for all pupils, overcoming disadvantage and advancing equality, instilling a strong sense of accountability in staff for the impact of their work on pupils' outcomes. • Create an ethos within which all staff are motivated and supported to develop their own skills and subject knowledge, and to support each other. • Identify emerging talents, coaching current and aspiring leaders in a climate where excellence is the standard, leading to clear succession planning. • Work as part of a 'leadership couple' on the designated to campus to provide a safe, calm and well-ordered environment for all pupils and staff, focused on safeguarding pupils and developing their exemplary behaviour in school and in the wider society. • Be accountable for the progress and achievement of areas of responsibility • Supervision of student before school, break, lunchtimes and after school, as directed. • Deputise for the Executive Headteacher, as required • Any other duties as required <p>More generally to:</p> <ul style="list-style-type: none"> • lead and inspire others • work on their own initiative and be part of a team • see tasks, plans and ideas through to completion: a clear knowledge that reflection is the bridge between 'doing' and 'understanding'. • think strategically but have an 'eye for detail': a creative and strategic thinker able to turn theory into practice • undertake complex, problem solving tasks such as data analysis • assimilate information quickly and prepare succinct summaries • research educational literature and present papers • communicate effectively in a wide variety of forms to a range of audiences • use emotional intelligence to manage change effectively • use ICT solutions effectively and with confidence • ability to teach effectively 	new technologies to promote and deepen learning	
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Attitudes	<p>Able to demonstrate:</p> <ul style="list-style-type: none"> • they value the education of every student as equally important • a relentless focus on standards and the deeply held belief that all students can succeed given the right opportunity and support • a 'can do' attitude • a willingness to relate to the local community • a commitment to equal opportunities • a clear understanding that it is the responsibility of leadership to provide active support and challenge to colleagues and grow other leaders • be committed to high quality in all aspects of their work • an understanding and practise of the principles of change management • a collaborative approach to partnership working • a deep understanding or willingness to learn about school systems, timetabling, data tracking for students, development, planning and implementation • experience as an outstanding teacher 	<ul style="list-style-type: none"> • Experience of working with the community 	At interview. References.
Personal qualities	<p>You will have the personal qualities to inspire, motivate and challenge others. Qualities:</p> <ul style="list-style-type: none"> • creative and strategic thinker who encourages others • empowers, delegates, develops potential in others • intellectual tenacity • efficient • ambitious for self and others • capacity for hard work • good sense of humour • genuine concern for others • decisive, determined and self-confident • integrity, trusted, honest and open • accessible and approachable • manages change sensitively and skilfully • excellent attendance and punctuality • excellent interpersonal skills with all stakeholders 	<ul style="list-style-type: none"> • Committed to comprehensive education 	At interview. References.