Achievement Co-ordinator – Person Specification

	Essential	***A/I***	***Desirable***	***A/I***
Education and Qualifications	• An honours degree • A Qualified Teacher • Recent, relevant professional leadership development	A A A/I	• A good honours degree • Evidence of post-graduate study/ research	A A
Professional Experience and Knowledge	• An outstanding classroom practitioner • Evidence of successful teaching at KS3 and KS4 • Ability to use target setting to raise achievement • Experience of involvement in developing and supporting colleagues through coaching, mentoring, etc.	I A/I A/I A	• Evidence of having undertaken recent CPD appropriate to the post	A
Pupils	• Ability to develop and sustain successful relationships with pupils • Ability to communicate effectively with parents • Ability to recognise individual learning needs and ensure adequate curriculum provision • Commitment to raising the achievement of all pupils of all abilities • Ability to use data effectively to support improvements in teaching and learning • Willingness to make a full contribution to Enrichment activities	A A/I A A/I A/I A/I	• Experience of organising and leading extra-curricular activities for pupils • Experience of working as a Form Tutor	A/I A
Interpersonal and Communication Skills	• Ability to develop and sustain successful relationships with colleagues at all levels • Ability to work effectively as part of a team • Excellent organisational skills • Ability to work under pressure and to meet deadlines • Enthusiasm, energy, resourcefulness and creativity • Strong time management skills • Commitment to a collaborative vision and securing the support of others in achieving it	A/I A/I A/I A/I I I A/I	• Successful experience of the line-management of colleagues	A/I