



Recruitment of Assistant Headteacher for Teaching and Learning

Person Specification Assistant Headteacher for Teaching and Learning

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher status • Degree • Evidence of recent INSET • Safeguarding qualification and training 	<ul style="list-style-type: none"> • NPQSL or Masters level qualification • DSL qualification • Commitment to further professional development • Coaching/mentoring qualification • Mental Health First Aider
Experience	<p>The Assistant Headteacher should have experience of:</p> <ul style="list-style-type: none"> • A track record of excellent classroom practice and leading innovative curriculum developments • Proven experience in school leadership and management in a primary setting, managing colleagues effectively • Coordinating a core subject successfully across the school • Conducting training and staff development • Safeguarding and promoting the positive welfare of every member of the school community • Working in partnership with parents and the community • Proactive use of CPD to raise teaching and learning standards 	<p>In addition, the Assistant Headteacher might have experience of:</p> <ul style="list-style-type: none"> • Being a member of SLT • Designated Safeguarding Lead • Being a member of the governing body • Leading a residential trip • Understanding of liaising with external agencies, including safeguarding • Coordinating a range of curriculum subjects across the school • Experience successfully tutoring and mentoring SCITT students and/or ECTs • Formally managing a team, including line management, performance management and appraisal
Knowledge and understanding	<p>The Assistant Headteacher should have knowledge and understanding of:</p> <ul style="list-style-type: none"> • High-quality teaching, and the ability to model this for others and support others to improve • Effective monitoring, assessment, recording and reporting of pupils' progress • KS2/KS1 SATS • Excellent communication and interpersonal skills • Ability to communicate a vision and inspire others • Ability to build effective working relationships 	<p>In addition, the Assistant Headteacher might also have knowledge and understanding of:</p> <ul style="list-style-type: none"> • Effective use of Assessment systems e.g. SIMS, Target Tracker or Learning Ladders • Accelerated Reader • Bucks 11 plus • Classroom-based research • Compass for Life • The Ofsted Inspection Framework • Understanding of school finances and financial management



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	<ul style="list-style-type: none"> • Thorough knowledge of the National Curriculum • Data analysis skills, and the ability to use data to set targets and identify weaknesses • KS2/ KS1 SATS 	
Skills	<p>The Assistant Headteacher will be able to:</p> <ul style="list-style-type: none"> • Promote the school's ethos, vision and aims • Establish strong interpersonal skills with pupils, staff, parents and the wider community • Work independently and effectively in a team, building effective working relationships • Have excellent written and oral communication skills • Demonstrate confident ICT skills to promote effectiveness in leadership, management and teaching and learning • Communicate a vision and inspire others • Offer a creative and flexible approach to problem-solving 	<p>In addition, the Assistant Headteacher Teacher might:</p> <ul style="list-style-type: none"> • Have skills to offer pupils as an extra-curricular club
Personal characteristics	<ul style="list-style-type: none"> • Commitment to gaining the best outcomes for all pupils and promoting the ethos and values of the school • Ability to work under pressure and prioritise effectively • Friendly • Calm • Committed • Well-organised • Resilient • Energetic • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality • Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit • Ability to work independently and as part of a team 	<ul style="list-style-type: none"> • Sense of perspective and humour • A Growth Mindset • Mindfully emotionally intelligent • A good record of health and attendance • Promotes an appropriate work-life balance for all