

PERSON SPECIFICATION – Assistant Headteacher (Character Development)

| Area | Essential | Desirable |
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| Qualifications and Professional Development | Candidates should have: <ul style="list-style-type: none"> • A Degree with Honours • Qualified Teaching Status • Evidence of appropriate professional development as a Middle Leader (Head of Faculty or Pastoral Team) • A record of consistently outstanding teaching | <ul style="list-style-type: none"> • Further professional qualification, or higher degree |
| Experience | Candidates should be able to demonstrate: <ul style="list-style-type: none"> • A range of successful teaching and leadership roles • At least three years' experience as a middle leader • Successful leadership of a key issue for school development, resulting in quantifiable improvement and impact • Actively contributing to school INSET programmes • Excellent classroom management skills • Using the Teacher Appraisal process to raise performance of staff • Effective strategic planning • The effective use of School Self-Evaluation to secure improvement • Working with community partners (including parents and carers and external agencies) to engage students and widen their experiences | <ul style="list-style-type: none"> • Successful teaching in at least two secondary schools • Working with a range of staff across pastoral and subject areas • Leadership of professional learning activities in more than one school • Budget management skills and efficient resource management • Managing a range of staffing and personnel management issues • Experienced user of Bluesky Education • Experience in creating an effective student leadership team that is at the heart of the school's vision and values |
| Knowledge and Understanding | Candidates should be able to demonstrate: <ul style="list-style-type: none"> • Knowledge, understanding and use of positive behaviour for learning strategies • The relevance and use of different leadership and management styles and practices in different context within the school • Up to date knowledge of the Ofsted framework • The knowledge and skills to build leadership capacity in others (Staff & students) | <ul style="list-style-type: none"> • Knowledge awareness of local, national and global trends and issues • Knowledge awareness of new technologies, their use and impact • Knowledge and understanding of inclusion and its contribution to success for all • Detailed knowledge of safeguarding policy and procedures |

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| Professional Qualities | Candidates should have the ability to: <ul style="list-style-type: none"> • Contribute to the development of an organisation in which all staff recognise that they are accountable for the school's success • Maintain high standards of student behaviour and discipline across the school • Be a highly organised individual who has an eye for detail and structure • Be a reflective and analytical practitioner • Present, communicate, consult, negotiate and delegate effectively • Manage their own and others' workload to ensure that pressure does not result in stress • Give and receive effective feedback and act to improve personal performance • Manage change positively by self and others • Work ahead of deadline dates and promptly respond to staff requests (at all levels) • Role model the professional behaviour and attitude of a senior leader • Build positive relationships with students, parents and staff • Be an outstanding team leader and team member | <ul style="list-style-type: none"> • Convince others of the moral imperative that we educators have in securing the futures of all young people in our care. |
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| Personal Qualities and Skills | Candidates should have: <ul style="list-style-type: none"> • Commitment to and a vision for comprehensive education and equality of opportunity • A passion for raising the aspirations of young people and young women in particular from all backgrounds • A belief that education is about the development of the whole | <ul style="list-style-type: none"> • Ambition to become a Deputy Headteacher |
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| | <p>person, not just about qualifications</p> <ul style="list-style-type: none">• Capacity for hard work with enthusiasm, humour and energy for achieving the best for all students and staff• Excellent project management and organisational skills• Good health, stamina and resilience• Good judgement, integrity and courage• Unquestioning willingness to work outside of term dates and school hours• Ability to inspire and motivate others• Tenacity and the ability to stay calm under pressure• Excellent ICT skills and an be a confident user of the Google environment | |
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