

## Person Specification

# Assistant Headteacher

Qualifications & Experience	Essential	Desirable
<ul style="list-style-type: none"> <li>A graduate with Qualified Teacher Status</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Recent successful comprehensive school experience of leadership at senior leader level or post of equivalent responsibility within the education sector.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Line management of a subject or team.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Excellent classroom practitioner.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Experience in leading change and innovation in an educational context.</li> </ul>	☐	
Professional Knowledge and understanding	Essential	Desirable
<ul style="list-style-type: none"> <li>Substantial and sustained professional development in support of leadership over the last 3-5 years.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Evidence of keeping up to date with educational thinking and knowledge.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Knowledge and understanding of current legislation affecting schools</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Knowledge and understanding of the principles and practice of school self-evaluation.</li> </ul>	☐	
Abilities and Skills	Essential	Desirable
<ul style="list-style-type: none"> <li>Ability to inspire and motivate students and staff.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Ability to create a culture and ethos of challenge and support where all students can achieve success and become engaged in their own learning.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Ability to engage stakeholders in rigorous self-evaluation for school improvement.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Ability to show an understanding of how the school and its partners can contribute to community cohesion.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Ability to analyse and use data to inform improvement strategies to ensure improved outcomes for students.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>Ability to use and support others to use, data analysis software and present information to a range of stakeholders.</li> </ul>	☐	
<ul style="list-style-type: none"> <li>An understanding of the potential use of new and emerging technologies to enhance learning and as a management tool.</li> </ul>	☐	
Personal	Essential	Desirable
<ul style="list-style-type: none"> <li>Self-awareness, perceptiveness and being empathetic to the needs of all stakeholders.</li> </ul>	☐	

• The ability to act with integrity.	<input type="checkbox"/>	
• Flexibility in adapting to changing situations.	<input type="checkbox"/>	
• Demonstrates a positive outlook in the face of challenges.	<input type="checkbox"/>	
• A commitment to continued learning of all members of the community.	<input type="checkbox"/>	
• The ability to prioritise, plan and organise self and others.	<input type="checkbox"/>	
• The ability to think creatively to anticipate and solve problems.	<input type="checkbox"/>	
<b>Communication Skills</b>	<b>Essential</b>	<b>Desirable</b>
• Excellent written and oral communication skills for a variety of audiences.	<input type="checkbox"/>	
• Ability to foster an open, equitable culture and manage conflict.	<input type="checkbox"/>	
• Good interpersonal skills	<input type="checkbox"/>	
<b>Other</b>	<b>Essential</b>	<b>Desirable</b>
• Energy, stamina and resilience.	<input type="checkbox"/>	
• Evidence of fully supportive references, one of which must be from current employer.	<input type="checkbox"/>	