**Love one another as I have loved you**



**Assistant Headteacher**

**Person Specification**

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| **Category** | **Essential** | **Desirable** |
| **Faith Commitment** | * Understanding of the distinctive nature of the Catholic school and Catholic education * Understanding of the importance of school’s links with the parish and wider community and in promoting community cohesion | * A practising and committed Catholic * Evidence of participation in faith life of the community * Experience in leading acts of worship in Catholic schools |
| **2. Qualifications** | * Qualified teacher status | * Postgraduate level qualification * CCRS or equivalent |
| **3. Experience** | * Successful experience of leading one or more subject areas and / or a key stage * Substantial, successful teaching experience | * Recent experience in a Catholic voluntary aided school or Academy * Teaching experience in at least 2 of the 3 key stages: Foundation Stage, KS1 and KS2 * Curriculum leadership in one or more core subjects * Experience of teaching in more than one school |
| **4. Professional Development** | * Evidence of continuing professional development relating to school leadership and management, and curriculum/ teaching and learning | * Evidence of continuing professional development relating to Catholic ethos, mission and religious education * Experience of leading/co-ordinating professional development opportunities |
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| **Category** | **Essential** | **Desirable** |
| **4. Professional Development**  **(Continued)** |  | * Ability to identify own learning needs and to support others in identifying their learning needs |
| **5. Strategic Leadership** | * Ability to motivate staff, pupils and parents to achieve the aims of our school * Ability to analyse data and identify its implications * Knowledge of what constitutes high quality education and experience of raising standards and the achievement of pupils * Understanding of and commitment to promoting and safeguarding the welfare of pupils’ | * Evidence of having successfully brought about improvement at key stage or whole-school level |
| **6. Teaching and Learning** | * A secure understanding of the requirements of the National Curriculum * Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils * A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning * Experience of effective monitoring and evaluation of teaching and learning * Secure knowledge of statutory requirements relating to the curriculum and assessment | * Understanding of successful teaching and learning in religious education across the key stages * Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to behaviour management |
| **6.. Leading and Managing Staff** | * Experience of working in and leading staff teams * Ability to support colleagues in undertaking responsibilities | * Experience of line management * Experience of supporting the continuing professional development of colleagues |
| **8. Accountability** | * Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, pupils, parents * Ability to provide clear information and advice to staff * Understanding of performance management | * Experience of presenting reports to ‘governors’ * Leading sessions to inform parents * Experience of offering challenge and support to improve performance |

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| **Category** | **Essential** | **Desirable** |
| **9. Skills, Qualities & Abilities** | * A passion for teaching and learning * High quality teaching skills * Commitment to the ethos and mission of a Catholic school * High expectations of pupils’ learning and attainment * Strong commitment to school improvement and raising achievement for all * Ability to build and maintain strong relationships with all stakeholders * Ability to remain positive and enthusiastic when working under pressure * Ability to organise work, prioritise tasks, make decisions and manage time effectively * Excellent communication skills * Excellent interpersonal skills |  |
| **10. References** | * Positive recommendation in professional references * Satisfactory health and attendance record | * Faith reference without reservation * Professional reference without reservation |