 **ST JOHN FISHER CATHOLIC HIGH SCHOOL**

**PERSON SPECIFICATION – ASSISTANT HEADTEACHER**

**The Governing Body is seeking to appoint a person who possesses the following qualities and skills:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Criteria | Essential | Desirable |
| Faith commitment | Commitment to Catholic ethos and values | 🗸 |  |
| Be able to articulate a vision for Catholic education | 🗸 |  |
| Practising Catholic |  | 🗸 |
| Experience in leading collective acts of worship |  | 🗸 |
| Understanding of the role of leadership in spiritual development of pupils and staff |  | 🗸 |
| Qualifications | Qualified Teacher status (QTS) | 🗸 |  |
| An honours degree or equivalent | 🗸 |  |
| Evidence of recent further professional studies/research | 🗸 |  |
| Additional professional qualification (eg LFtM; MEd; NPQML; NPQSL) |  | 🗸 |
| Catholic Certificate in Religious Studies |  | 🗸 |
| Experience | Successful experience of effecting improvement in varying settings and contexts. | 🗸 |  |
| A strong classroom practitioner | 🗸 |  |
| Successful team leadership experience | 🗸 |  |
| Delivery of whole school INSET/professional development and an understanding of how this raises standards |  | 🗸 |
| Successful experience in introducing or implementing innovations in a school | 🗸 |  |
| Ability to generate effective working relationships at any level | 🗸 |  |
| Outstanding levels of pupil achievement and pupil progress | 🗸 |  |
| The potential to develop education programmes to meet individual learning needs | 🗸 |  |
| Experience of quality assurance approaches including staff appraisal and staff development in order to instil accountability in staff for the impact their work has on student outcomes | 🗸 |  |
| Knowledge of current initiatives in education and how they relate to raising standards, progress and achievement | 🗸 |  |
| Experience of monitoring progress of pupils | 🗸 |  |
| Ability to inspire, motivate and challenge pupils | 🗸 |  |
| Successful track record of raising achievement as a curriculum leader or in another similar role | 🗸 |  |
| An understanding of the learning needs of students who have special educational need or disability |  | 🗸 |
| Experience of leading in a Catholic school |  | 🗸 |
| Analytical skills | Strong analytic skills and an ability to interpret both quantitative and qualitative data to inform strategies for improvement and next steps | 🗸 |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Professional knowledge and understanding | Criteria | Essential | Desirable |
| A knowledge of school improvement strategies for raising achievement, levels of aspiration and achieving excellence | 🗸 |  |
| Strategies for ensuring equality of opportunity | 🗸 |  |
| The use of a range of evidence, including performance data (school/local/national), to support, monitor, evaluate and improve aspects of school life, including challenging poor performance | 🗸 |  |
| An understanding of children’s educational development | 🗸 |  |
| Knowledge of the National Curriculum | 🗸 |  |
| Up-to-date knowledge of the current Ofsted framework | 🗸 |  |
| Ability to speak confidently and effectively to a variety of audiences | 🗸 |  |
| Ability to demand high standards and to hold others accountable for their performance | 🗸 |  |
| Evidence of driving ambition and raising standards for students | 🗸 |  |
| Ability to have difficult conversations with students, parents, and colleagues and achieve the desired solution/outcome with dignity | 🗸 |  |
| Ability to communicate effectively with students, parents and colleagues showing warmth, empathy, respect for others and professionalism at all times | 🗸 |  |
| Recent evidence of leading a successful whole school initiative |  | 🗸 |
| Evidence of effectively implementing intervention strategies, which raise standards and engage disaffected students |  | 🗸 |
| An understanding of the work of other agencies and opportunities for collaboration |  | 🗸 |
| An awareness of local and national policies, priorities and statutory frameworks | 🗸 |  |
| Professional characteristics | Ability to communicate effectively, both orally and in written form | 🗸 |  |
| Ability to motivate and empower others | 🗸 |  |
| High level inter-personal skills, motivation and energy | 🗸 |  |
| Experience of delegating tasks and supporting staff in carrying out tasks | 🗸 |  |
| Ability to work under pressure and manage time effectively whilst maintaining an appropriate work/life balance | 🗸 |  |
| A desire to finish what has been started and be proud of accomplishments | 🗸 |  |
| Outstanding record of attendance and punctuality | 🗸 |  |
| Thorough knowledge of recent educational reforms and initiatives | 🗸 |  |
| A meticulous attention to detail | 🗸 |  |
| Excellent IT skills | 🗸 |  |
| Experience of undertaking whole school evaluations/reviews |  | 🗸 |
| Experience of working with governors |  | 🗸 |
| Personal qualities | Strong commitment to hard work | 🗸 |  |
| Creative and innovative thinker | 🗸 |  |
| Enthusiasm and a drive for the highest standards in everyone | 🗸 |  |
| Integrity, loyalty, honesty | 🗸 |  |
| Resilient, reflective and resourceful | 🗸 |  |
| Excellent sense of perspective and professional judgment | 🗸 |  |
| Demonstrating a growth mindset and solution -focussed approach | 🗸 |  |
| Ability to manage and resolve conflict | 🗸 |  |
| Have the potential to develop and progress to Deputy Headship | 🗸 |  |