

St Jude and St Paul's Church of England Primary School
Assistant Headteacher Person Specification

Criteria

Essential = E Desirable = D

Qualifications and Training

- Teaching qualification - Qualified Teacher Status (E)
- Degree (E)
- Continuing professional development (E)
- Professional development in preparation for a leadership role (D)

Experience

- Recent teaching experience (E)
- Teaching experience in more than one key stage (D)
- Delivers lessons which are consistently good/outstanding (E)
- Knowledge of effective strategies for SEND, EAL and more able pupils (E)
- Active and effective leadership of a team / key stage/ and or curriculum area (E)
- To have implemented and developed a whole school initiative or school priority (E)
- Current experience as a leader in a primary school (D)
- To have taken an active involvement in school self-evaluation and development planning (D)
- To have had responsibility for policy development and implementation (D)
- To have had experience of and ability to contribute to staff development across the primary range. (e.g coaching, mentoring, INSET for staff) (D)

Skills and Knowledge

Can demonstrate (the ability to):

- Understanding of high-quality teaching, and the ability to model this for others and support others to improve (E)
- Analyse data to evaluate the performance of pupil groups, pupil progress and plan an appropriate course of action (E)
- Be an effective team player that works collaboratively and effectively with others as well as the ability to work independently (E)
- Communicate a vision and inspire others (E)
- Effective communication and interpersonal skills (E)
- Contribute effectively to the work of the headteacher and senior leadership team (E)
- Deal successfully with situations that may include tackling difficult situations and conflict resolution (E)
- Solve problems and make decisions (E)
- Excellent organisational, time management and planning skills (E)
- An understanding school finances (D)

Commitment

Demonstrate a commitment to:

- Safeguarding and child protection (E)
- Inclusion and equal opportunities for all in the school (E)
- Getting the best outcomes for all pupils and promoting the school's vision and ethos (E)
- Promoting and further developing a high quality, stimulating learning environment (E)
- Being up to date with changes in legislation affecting schools (E)
- The Christian ethos of the school and be in sympathy with and willing to lead collective worship (E)

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| Personal qualities |
| <ul style="list-style-type: none">• Personal impact and presence – providing a good role model to others (E)• Adaptability to changing circumstances and new ideas (E)• Ability to work under pressure and prioritise effectively (E)• Commitment to maintaining confidentiality at all times (E)• Creativity in problem solving and a willingness to try new approaches (E)• Ability and willingness to promote the positive image of the school (E)• A positive and flexible attitude to work (E)• Enthusiasm and an ability to lead, encourage, inspire and motivate staff (E) |