

<b>RICHARD HUSH COLLEGE</b> <b>PERSON SPECIFICATION – Assistant Principal</b>			
KEY	SKILL/QUALITY	Essential	Desirable
<b>What educational background is required?</b> eg GCSE/degree level etc	<ul style="list-style-type: none"> <li>Degree [or equivalent] education</li> <li>Postgraduate qualification</li> <li>Evidence of continuous professional development</li> </ul>	✓  ✓	✓
<b>What professional qualifications are required?</b>	<ul style="list-style-type: none"> <li>Teaching qualification</li> <li>Assessor qualifications</li> </ul>	✓	✓
<b>Is previous job experience necessary?</b> How many years? In what type of role? eg similar experience or responsibilities in FE/school	<ul style="list-style-type: none"> <li>A record of successful advanced level teaching over several years</li> <li>A proven track record of improving curriculum quality and performance.</li> <li>Ability to demonstrate successful experience of curriculum development, implementation and evaluation.</li> <li>Success in a cross-college role</li> <li>An ability to develop a culture of empowerment, responsibility and accountability within curriculum delivery.</li> <li>Ability to demonstrate successful experience of resource allocation / budget management.</li> <li>Experience of managing staff successfully in a challenging context</li> <li>Experience of successfully managing a budget ensuring good value for money and high levels of efficiency</li> <li>Experience of developing successful partnerships with a wide range of external stakeholders including local authorities, employers, businesses, educational institutions, professional organisations and government agencies.</li> </ul>	✓  ✓  ✓  ✓  ✓  ✓  ✓	✓      ✓   ✓
<b>Does the job require specialist knowledge or skills?</b> eg legislation, policy-making, supervisory experience, clerical skills	<ul style="list-style-type: none"> <li>An understanding of current post-16 curriculum developments and the challenges this presents to colleges.</li> <li>An understanding of quality management and its application to improvements and performance management.</li> <li>Ability to establish effective working relationships with staff at all levels across the College and with outside agencies and other educational partners.</li> <li>Strategic vision and the ability to articulate and implement strategy that is developed through an evidence-based analysis.</li> <li>Ability to provide outstanding leadership and support to staff and students.</li> <li>Ability to present information effectively, both in writing and verbally to groups and individuals.</li> <li>Flexibility and a capacity to manage a conflicting workload and to meet deadlines and achieve goals successfully.</li> <li>Ability to make effective judgements from data</li> </ul>	✓  ✓  ✓  ✓  ✓  ✓  ✓	
<b>What personal qualities are required?</b> Eg enthusiasm, initiative, team working skills	<ul style="list-style-type: none"> <li>Passion for the long-term success of the College and personal vision which relates to this.</li> <li>Commitment to an outstanding quality of service and the ability to ensure that systematic quality improvement procedures are built and implemented.</li> <li>Caring and empathy for the needs of the individual within a learning context</li> <li>Creativity, imagination and vision in the context of teaching, learning and assessment.</li> <li>Can-do, pro-active, problem-solving approach to leadership and management.</li> <li>An ability to influence and motivate students and colleagues.</li> <li>Prepared to listen and invite others' views and to build consensus.</li> </ul>	✓  ✓  ✓  ✓  ✓  ✓	

	♦ Resilience and confidence in managing challenge	✓	
<b>Are there any unusual job requirements?</b>	♦ Occasional evening and weekend duties	✓	