

Deputy Head Teacher Person Specification

This person specification is related to the requirements of the post as determined by the job description. Short-listing is carried out on the basis of how well you meet the requirements of the person specification. You should refer to these requirements when completing your application.

Description	Shortlisting
Professional Qualifications	
1. Qualified Teacher Status	Essential
2. First Degree or Equivalent	Essential
3. Evidence of further professional development	Essential
Knowledge & Understanding	
4. Substantial primary teaching experience	Essential
5. Experience of whole-school curriculum management leading to school improvement	Essential
6. Excellent classroom practitioner	Essential
7. A strong commitment to inclusion with high expectations for all learners	Essential
8. Highly successful experience of leading and managing whole school developments in a number of areas regarding teaching & learning and raising standards of attainment and achievement across the school	Essential
9. Able to talk about characteristics of effective primary teaching and learning strategies used to raise pupil attainment and achievement and the ability to model this for others and support others to improve	Essential
10. Data analysis skills, and the ability to use data to set targets and identify weaknesses	Essential
11. Understanding of effective techniques and policies for behaviour management	Essential
12. Knowledge and experience of up-to-date developments in ICT and E-Learning for teaching and management purposes	Essential
13. A good understanding of the requirements of transition between key stages	Desirable
Leadership and Management	
14. Senior leadership and management experience	Essential
15. A good understanding of whole school issues	Essential
16. Experience of planning for change, development and improvement	Essential
17. The ability to set high and clear expectations, to hold others accountable for performance and the contributions they make to the school community	Essential
18. Experience of the analysis of qualitative and quantitative data to set & meet challenging targets, for pupils and the school, and to enable others to do this	Essential
19. Ability to analyse, prioritise and meet deadlines	Essential
20. Experience of conducting staff induction, mentoring and performance management	Essential

21. Experience of whole school self review and evaluation	Essential
22. Knowledge of the role of Governors	Desirable
23. Able to demonstrate leadership qualities and people management skills	Essential
24. Able to motivate, promote good relationships and effectively communicate with all stakeholders	Essential
25. Commitment to supporting community/external agencies involvement in school	Essential
26. Commitment to safeguarding, promoting the welfare of children and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.	Essential
27. Understanding of school finances and financial management	Desirable
Personal Qualities	
28. Creative, enthusiastic and proactive, keen to embrace new ideas and challenges	Essential
29. Ability to communicate a vision and inspire others	Essential
30. A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school	Essential
31. Approachable, caring and empathetic	Essential
32. Works well as part of a team and have the ability to build effective working relationships	Essential
33. Flexible, listens and is prepared to seek advice and support	Essential
34. Ability to work under pressure and prioritise effectively	Essential
35. Commitment to maintaining confidentiality at all times	Essential
36. Demonstrates a concern for the pastoral & spiritual welfare of all in the school	Essential
37. Committed to continuing professional development for self and others	Essential
38. Committed to active parental involvement	Essential
39. Able to deal sensitively with people and resolve conflict	Essential
40. Effective communication and interpersonal skills	Essential