



*St. Joseph's Catholic Primary School*

## PERSON SPECIFICATION

### Deputy Headteacher

Please write your supporting statement /letter giving evidence of how you meet each of the essential criteria.

	Essential	Desirable
<b>Faith Commitment</b>		
1. Practising and committed Catholic in good standing with the Church	✓ R	Evidence of participation in parish or Catholic community life
2. A secure understanding of the distinctive nature of the Catholic school	✓ A I	
3. Understanding of the school's role in the Catholic and wider community	✓ A I	
4. Ability to demonstrate care, compassion and reconciliation	✓ A R	
5. Ability to lead acts of worship in the Catholic school	✓ I	
<b>Qualifications and Training</b>		
1. Degree + QTS	✓ AD	
2. Evidence of continuing professional development in preparation for DHT post	✓ A	
3. Catholic Certificate in Religious Studies (CCRS)		✓
4. Willingness to undertake CCRS within 2 years of appointment	✓ A I	
<b>Experience</b>		
5. At least 5 years teaching experience	✓ ARI	
6. A record of successful teaching	✓ ARI	
7. Experience of teaching more than one key stage		✓ ARI
8. Experience of effecting change in teaching, learning or curriculum either at class, phase or whole school level	✓ ARI	
9. Experience of leadership and management roles within a primary school;	✓ ARI	



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10.	Involvement in school self-evaluation and development planning		√
11.	Demonstrable experience of successful line management and staff development	√ ARI	
<b>Professional Knowledge and Understanding</b>			
12.	Understanding of high-quality teaching, and the ability to model this for others and support others to improve	√ AI	
13.	Understanding of school finances and financial management		√ I
<b>Promoting the welfare of children</b>			
14.	A good understanding of up to date policy and practice with regard to Safeguarding	√ I	
15.	A good understanding of wellbeing and child mental health issues		√
<b>Professional Skills and Abilities</b>			
16.	Evidence of building effective working relationships, especially with the Headteacher , staff, governors and parents	√ RI	
17.	Data analysis skills, and the ability to use data to set targets and identify weaknesses	√ AI	
18.	Effective communication skills	√ AI	
19.	Ability to communicate a vision and inspire others	√ AI	
<b>Personal Qualities</b>			
20.	Evidence of leading by example; demonstrating good interpersonal skills,	√ RI	
<b>Other</b>			
21.	Understand and support the Catholic ethos of our Catholic School, including the spiritual development of the pupils and the school's role within the community.	√ AIR	
22.	Evidence of a strong commitment to Catholic education;	√ AIR	

A – Application form  
 D – Documents  
 I – Interview  
 R - References



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