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| **Personal Specification – Deputy Headteacher** | | |
|  | **Essential** | **Desirable** |
| Qualifications | * Qualified Teacher Status * Good Honours Degree * Evidence of recent further training/continuing professional development | * Any other qualifications relevant to a leadership role |
| Knowledge  and  experience | * Ability to demonstrate vision and strategic leadership of a core subject area/key stage/school * Proven success as a class teacher * Excellent interpersonal, communication and organisational skills * Experience of leading and supporting other staff within the school and impact on standards and achievements * Ability to interpret data reflectively and to question what it might really mean * Thorough understanding of safeguarding children * Knowledge of assessment and tracking systems * Knowledge of a range of strategies to raise standards/pupil achievement * Experience of using data to set targets for improvement and to monitor progress * Excellent knowledge of the National Curriculum * Experience in monitoring and evaluating curriculum delivery * Experience of observing lessons and giving accurate and constructive feedback to colleagues * Ability to manage a high workload and conflicting priorities | * Success in teaching across the whole primary range * Experience in more than one school * Experience on a School Leadership Team * Experience in monitoring progress and attainment across the school * Advanced training in safeguarding and experience of child protection and safeguarding cases * Experience of working with other schools, organisations and outside agencies |

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| Interpersonal skills | * Ability to communicate effectively, verbally and in writing, to a range of audiences * Ability to take the initiative, lead, motivate, inspire and support others in achieving excellence * Ability and willingness to work collaboratively and supportively within the school team * Excellent listening skills * Experience of working with and developing links with parents, governors and the wider community * Ability to inspire confidence and respect * Willing to support extra-curricular activities and take an active part in meetings and events | * Ability to know when and when not to offer support or challenge and when to ask for support for yourself * Confidence when dealing with anxious parents and families who may be vulnerable |
| Attitude and temperament | * Ability to translate care and concern for children into practical actions that make the pupils feel safe and enable them to be successful * A commitment to school improvement and to developing own professional skills * A willingness to take on appropriate delegated tasks relevant to the post * An ability to undertake the responsibility of the day to day management of the school in the absence of the Headteacher * An ability to use and understand discretion, confidentiality and professionalism as a leader and role model * An ability to learn from mistakes and take advice * An ability to remain calm under stress | * A strong belief that you can make a difference no matter what the external circumstances |