**PERSON SPECIFICATION**

**Appointment of Deputy Headteacher**

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

|  |  |  |
| --- | --- | --- |
|  | Essential  | Desirable |
| **Faith Commitment** |  |  |
| * 1. Practising and committed Catholic in good standing with the Church
 | √R | Evidence of participation in parish or Catholic community life  |
| * 1. A secure understanding of the distinctive nature of the Catholic school
 | √A I |  |
| * 1. Understanding of the school’s role in the Catholic and wider community
 | √A I |  |
| * 1. Ability to demonstrate care, compassion and reconciliation
 | √A R |  |
| * 1. Ability to lead acts of worship in the Catholic school
 | √I |  |
| **Qualifications and Training** |  |  |
| 1. Degree + QTS
 | √AD |  |
| 1. Evidence of continuing professional development in preparation for DHT post
 | √A |  |
| 1. Catholic Certificate in Religious Studies (CCRS)
 |  | √ |
| 1. Willingness to undertake CCRS within 2 years of appointment
 | √A I |  |
| **Experience** |  |  |
| 1. At least 5 years teaching experience
 | √ARI |  |
| 1. A record of successful teaching
 | √ARI |  |
| 1. Experience of teaching more than one key stage
 |  | √ARI |
| 1. Experience of effecting change in teaching, learning or curriculum either at

 class, phase or whole school level | √ARI |  |
| 1. Experience of leadership and management roles within a primary school;
 | √ARI |  |
| 1. Involvement in school self-evaluation and development planning
 |  | √ |
| 1. Demonstrable experience of successful line management and staff development
 | √ARI |  |
| **Professional Knowledge and Understanding** |  |  |
| 1. Understanding of high-quality teaching, and the ability to model this for others and support others to improve
 | √AI |  |
| 1. Understanding of school finances and financial management
 |  | √I |
| **Promoting the welfare of children** |  |  |
| 1. A good understanding of up to date policy and practice with regard to

 Safeguarding | √I |  |
| 1. A good understanding of wellbeing and child mental health issues
 |  | √ |
| **Professional Skills and Abilities-**  |  |  |
| 1. Evidence of building effective working relationships, especially with the

 Headteacher , staff, governors and parents  | √RI |  |
| 1. Data analysis skills, and the ability to use data to set targets and identify weaknesses
 | √AI |  |
| 1. Effective communication skills
 | √AI |  |
| 1. Ability to communicate a vision and inspire others
 | √AI |  |
| **Personal Qualities** |  |  |
| 1. Evidence of leading by example; demonstrating good interpersonal skills,
 | √RI |  |
| **Other** |  |  |
| 1. 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 |  |
| 1. Evidence of a strong commitment to Catholic education;
 | √AIR |  |

A – Application form

D – Documents

I – Interview

R - References