

Deputy Headteacher Person Specification

	Essential	Desirable	Evidence
Religion	<ul style="list-style-type: none"> It is essential for the successful candidate to be a practising Catholic with clear vision and commitment to Catholic education 		Application form, letter & references
Qualifications & Experience	<ul style="list-style-type: none"> QTS and good Honours degree Leadership experience Further formal Professional Development Outstanding classroom practice that inspires students and adds value to their progress Proven track record of having significant impact in current post 	<ul style="list-style-type: none"> Further professional qualification Experience of more than one school 	Application form, letter & references
Skills & Knowledge	<ul style="list-style-type: none"> Knowledge of different approaches to school improvement Good knowledge of standards and the ability to use this to improve outcomes for all students Excellent classroom practitioner with outstanding outcomes 		Letter, references & selection process

	<ul style="list-style-type: none"> • Excellent knowledge of current educational thinking and research • Knowledge of safeguarding and child protection • Ability to accurately judge the quality of teaching, learning and progress overtime • Skills in coaching & improving the performance of staff • Experience in developing and leading strategies to improve key areas of the school (teaching and learning, pastoral care, attendance, outcomes) • Ability to work as a member of a team and independently • High level of ICT skills and knowledge of applications of ICT to teaching, learning and management • Knowledge of and experience of following and developing Health and Safety procedures 		
Personal qualities & skills	<ul style="list-style-type: none"> • Enthusiastic, sensitive, flexible, hardworking and the ability to remain calm • Ability to translate vision into reality • High level skills of effective communication (both verbal and written) with all stakeholders, time management and prioritisation • Reliability, loyalty and integrity • Ability to keep confidences • Excellent interpersonal skills and organisational skills • Ability to support and challenge • Ability to inspire, motivate and influence others • Excellent attendance and punctuality record 		Letter, references & selection process

	<ul style="list-style-type: none">• Willingness to participate in the extracurricular life of the school		
--	--	--	--