

Job title	Grade	School	Location
Executive Principal Silverdale Federation	L18 – L24	<b>The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.</b>	Swinton, Greater Manchester (The New Broadwalk PRU and The Clifton Centre PRU)

### Note to applicants

Whilst all criterions below are important, those under the **Essential** heading are the key requirements. You should pay particular attention to these areas and provide evidence of meeting them. Failure to do so may mean that you will not be invited for interview.

(\*See grid overleaf)

Essential criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.
1.	Has up to date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people.	A/I
2.	Displays commitment to the protection and safeguarding of children and young people	A/I
3.	Have QTS or QTLS	A/C
4.	Have been a strategic leader in an educational or local authority context.	A/I
5.	<p>The successful candidate will have experience of:</p> <ul style="list-style-type: none"> <li>Utilising performance development techniques for teaching and support staff.</li> <li>Data analysis and targeting interventions to address outcomes.</li> <li>Planning processes including financial planning and budget management.</li> <li>Implementing strategies for raising achievement in pupils, including vulnerable groups and those with SEND.</li> <li>Implementing strategies which have enabled improved outcomes for pupils who have experienced significant adverse childhood experiences or trauma.</li> <li>Curriculum design and management, particularly for those pupils who are difficult to engage.</li> </ul>	A/I

Essential criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.
	<ul style="list-style-type: none"> <li>• Coaching, mentoring and developing staff.</li> </ul>	
6.	<p>The successful candidate will be able to:</p> <ul style="list-style-type: none"> <li>• Present plans and strategies to both educationalists and non-educationalists in a clear and concise manner.</li> <li>• Show that they have a good understanding of the principles behind school improvement, including school improvement planning, monitoring and reviewing progress.</li> <li>• Demonstrate a sound knowledge of the responsibilities and roles that come with being a senior leader of a school.</li> <li>• Further developing a personalised and professional learning community across the federation.</li> <li>• Develop a federation-wide ethos that encourages participation, builds stakeholder esteem, recognizes successes and celebrates achievements.</li> <li>• Demonstrate and communicate a sound knowledge of effective teaching and learning techniques.</li> <li>• Demonstrate and communicate a clear vision for how to ensure inclusion, diversity and access.</li> <li>• Challenge underperformance and boost expectations.</li> </ul>	A/I
7.	<p>The successful candidate will have:</p> <ul style="list-style-type: none"> <li>• The ability to forge and maintain effective relationships with Local Authority officers and members, colleague headteachers and wider stakeholders.</li> <li>• Excellent verbal and written communication skills.</li> <li>• Excellent time management and organisation skills.</li> <li>• A flexible approach towards working practices.</li> <li>• High expectations of self and professional standards.</li> <li>• The ability to work as both part of a team and independently.</li> <li>• The ability to maintain successful working relationships within the federation.</li> <li>• High levels of drive, energy and integrity.</li> <li>• A commitment to equal opportunities and empowering others.</li> <li>• Respect and understanding that individuals may have fundamental differences, and the ability to adapt plans to accommodate for these.</li> <li>• An understanding of concepts of distributed leadership and its role in efficient management.</li> </ul>	A/I

Essential criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.
	<ul style="list-style-type: none"> <li>A flexible approach to targeting improvements.</li> </ul>	
8.	<p>The successful candidate will be:</p> <ul style="list-style-type: none"> <li>Committed to their professional development and achieving desired qualifications.</li> <li>Able to plan and take control of situations.</li> <li>Committed to contributing to the wider federation and its community.</li> <li>Capable of handling a demanding workload and successfully prioritising work.</li> <li>Professionally assertive and clear thinking.</li> <li>A good team player, with the ability to also work on their own initiative.</li> </ul>	A/I
9.	Be able to travel across the city as required.	

Desirable criteria	Necessary requirements – skills, knowledge, experience etc.	* M.O.A.
1.	Safer recruitment training.	A/C
2.	Health and safety training.	A/C
3.	Data protection training.	A/C
4.	Handling complaints and concerns from parents and other key stakeholders.	A/I
5.	Building, communicating and implementing a shared vision.	A/I
6.	Developing an effective model for behaviour and attendance management.	A/I
7.	Demonstrate a working knowledge of how to manage the reputation of the school and engage with the school community.	A/I
8.	Demonstrate a proven track record of successful networking to secure a range of resources and opportunities for the federation	A/I
9.	Knowledge of LA and wider services.	A/I
10.	Full driving licence.	A/C

Completed by	Date
Federation Management Committee	19 <sup>th</sup> August 2024

**Method of assessment (\* M.O.A.)**

**A** = Application form, **C** = Certificate, **E** = Exercise, **I** = Interview, **P** = Presentation, **T** = Test, **AC** = Assessment centre