

Person Specification for the post of Head of Department – Performing Arts
Key: A application, I interview, O observation

Requirements		Essential	Desirable	Method of Assessment
1. TRAINING AND QUALIFICATIONS				
1.1	Qualified Teacher Status	X		A
1.2	Honours degree		X	A
2. EXPERIENCE OF TEACHING AND SCHOOL MANAGEMENT				
2.1	Experience of leading teaching and learning initiatives		X	A,I
2.2	Participation in, and leading of, good training and development opportunities	X		A,I
2.3	Experience of teaching and working in more than one secondary school		X	A
2.4	Significant evidence of outstanding GCSE/equivalent level 2 qualifications results in either Drama or Music or both	X		A,I
2.5	An outstanding practitioner	X		A,I,O
2.6	Experience of teaching students of different abilities, including SEND		X	A,I
2.7	Experience of data analysis, evaluating tracking information and developing effective assessment procedures		X	A,I
2.8	Have an assured understanding of Quality Assurance in schools and the role that appraisal, lesson observations, work scrutiny et. play in this		X	A,I
2.9	Able to demonstrate effective use of ICT to support learning	X		A,I,O
2.10	Outstanding subject knowledge in either Drama or Music	X		
2.11	Ability to teach both Music and Drama		X	
3. WORK RELATED CIRCUMSTANCES – PROFESSIONAL VALUES & PRACTICES				
3.1	High expectations of all students: a respect for their social, cultural, linguistic, religious and ethnic background, and a commitment to raising their educational and wider achievements	X		A,I,O
3.2	Experience of forming and maintaining links with other educational providers and specialists		X	A,I
3.3	Ability to build and maintain successful relationships with students; to treat them with respect and consideration; to demonstrate interest in their contributions to school life; to be committed to their well-being; to enthuse and encourage them	X		A,I,O
3.4	Demonstrate and promote the positive values, attitudes and behaviour they expect from the colleagues with whom they work	X		A,I
3.5	Able to liaise sensitively and effectively with colleagues and parents/carers, recognising their importance to the school	X		A,I
3.6	Able to improve own practice through observations, evaluations and discussions with colleagues, being both self-critical and reflective	X		A,I
3.7	Awareness of the key issues in teaching and learning, curriculum provision and accountability in the new secondary framework		X	A,I
3.8	Awareness of current exam changes and requirements at 14-16		X	A,I
3.9	Demonstrate an understanding of good CPD opportunities for all staff		X	A,I
3.10	Able to demonstrate knowledge, and a good understanding, of safeguarding procedures and a commitment to the well-being of all students	X		A,I
3.11	Ability to work effectively in a team, understanding the theory and practice of leadership and management		X	A,I

4. PERSONAL SKILLS AND ABILITIES				
4.1	Excellent leadership, communication and interpersonal skills	X		A,I
4.2	Value diversity: listen to, support and respect contributions from all students and colleagues without prejudice	X		A,I
4.3	Have a sense of fun, be resilient, be pro-active, be an optimist, enjoy working with people and finding solutions	X		A,I
4.4	Flexible approach	X		A,I
4.5	Able to motivate and inspire staff and students	X		A,I
4.6	Ability to build effective relationships with governors, parents/carers, the community and other schools	X		A,I