



ST AMBROSE COLLEGE

Head of Social Sciences

PERSON SPECIFICATION / SELECTION CRITERIA

Please note: Candidates failing to meet any of the essential criteria will automatically be excluded.

The applicant will be required to safeguard and promote the welfare of children and young people.

A = Application / I = Interview

[A] TRAINING AND QUALIFICATIONS

<u>Evidence of:</u>	Essential or Desirable	A	I
Good Honours Degree in relevant discipline or relevant experience.	E	A	
Qualified teacher status	E	A	
Degree or equivalent	E	A	
Can clearly demonstrate high order preparation for a Middle Management position through relevant professional development /inset / experience.	E	A	I
Qualified / able to teach up to Key Stage 5 in two out of the three subjects	E	A	I
Practising Catholic	D	A	
Right to work in the UK	E	A	

[B] EXPERIENCE OF TEACHING AND EDUCATIONAL MANAGEMENT

	Essential or Desirable	A	I
Relevant management experience – <i>for example</i> – Subject leader/ Key stage leader/ Second in faculty / SENDCo/ ECT or ITT Mentor/other whole school experience	E	A	I
Can clearly demonstrate in letter of application being highly successful and effective in current or most recent post either in department/faculty, pastoral areas or within the school as a whole.	E	A	I



<p>Specific aspects of leadership and management –for example</p> <ul style="list-style-type: none"> ✓ School development planning/ monitoring and evaluation/ data analysis and target setting/ policy development and implementation. ✓ Can articulate a clear vision for the department as well as articulating areas of strength and for development. 	<p>E</p> <p>E</p>	<p>A</p> <p>A</p>	<p>I</p> <p>I</p>
<p>Teaching experience – relevant details of successful experience – Experience of teaching up to key stage 5 in one of the three subjects Experience of teaching up to key stage 5 in two of the three subjects (see above that being able to teach two of the subjects is essential)</p>	<p>E</p> <p>D</p>	<p>A</p> <p>A</p>	



[C] PROFESSIONAL KNOWLEDGE AND UNDERSTANDING

Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the secondary phase and to Catholic education:

	Essential or Desirable	A	I
The leadership and management of others within the context and beliefs of Christian values	E		I
Knowledge of recent subject specific issues and of current resources for teaching social sciences.	D		I
Strategies for leading and managing school or departmental improvement	E	A	I
The principles of effective teaching and assessment	E		I
Ability to use a range of effective pedagogy to engage & inspire students	E		I
Demonstrate knowledge and understanding of what makes a highly effective curriculum in all three subjects	E	A	I
Ability to assess diagnostically and accurately to ensure all students make expected progress.	E	A	I
Ability to exercise control in the classroom and encourage good behaviour.	E		I
Commitment to demonstrating a responsibility for safeguarding and promoting the welfare of young people	E		I
Involvement in school working parties or research groups.	D		I



[D] PERSONAL AND PROFESSIONAL QUALITIES AND ATTRIBUTES

Applicants should be able to provide evidence that they have the necessary qualities and attributes required by the post. Whilst these qualities may be demonstrated in a letter of application, they will be more fully assessed during the interview process and from the references.

Within the context of a Catholic school, applicants should be able to:

	Essential or Desirable	I
Think strategically to create a coherent vision.	E	A I
Inspire, challenge, motivate and empower others to carry forward the shared vision	E	I
Ability to act on instruction but also to demonstrate initiative and take action as necessary.	E	A I
Demonstrate excellent judgement.	E	A I
Approachable and readily accessible	E	A I
Demonstrate personal enthusiasm for and commitment to leadership development	E	I
Develop effective teamwork & show awareness of what makes an effective team	E	I
Promote and maintain effective relationships	E	I
Demonstrate an awareness of how to manage and resolve issues effectively	E	I
Foster an open, fair and equitable culture, managing conflict where necessary	E	I
Prioritise, plan and organise self and others	E	I
Think creatively in order to anticipate and solve problems	E	I
Listen to and reflect on feedback	E	I
Demonstrate an ability to communicate to a range of audiences and in a range of media	E	I
Promote a positive image of the school.	E	
Model an effective work/life balance and promote the importance and necessity of staff wellbeing.	E	
A positive approach to challenges, which seeks solutions to problems and addresses difficulties with cheerfulness and good humour.	E	I
Flexibility and a willingness to be involved in change.	E	I
A commitment to maintaining confidentiality and discretion inside and outside school.		
Demonstrate Christian values and uphold the college mission statement.	E	
Commitment to pastoral care.	E	I
Involvement in the school as part of the wider community.		
Involvement in extra-curricular and super-curricular activities.		



[E] APPLICATION BY LETTER

Applicants must complete the CES form and include a supporting statement of **no more than two sides** (the font in the supporting statement must be ARIAL size 11). The statement should be clear, concise and address the criteria identified in the person specification/job description. The final date for applications is 9.00am on Monday 27th January