

## Person Specification - Head of Department

QUALIFICATIONS AND EXPERIENCE	Essential	Desirable
• Qualified teacher status	✓	
• Relevant Degree	✓	
• Evidence of continuing professional development		✓
SKILLS AND ATTRIBUTES	Essential	Desirable
• Effective and sensitive communicator to a range of audiences	✓	
• Ability to successfully present, inform, interact, consult and negotiate	✓	
• Sensitivity to the school ethos	✓	
• Willingness to review and if necessary revise a standpoint	✓	
• Willingness to seek advice and support when necessary	✓	
• Approachable	✓	
• Enthusiastic leader with ability to inspire trust and confidence	✓	
• Flexible, energetic, determined	✓	
• Ability to foster mutual respect in students and adults	✓	
• Good problem solving skills	✓	
• Organised, and able to work calmly and effectively	✓	
• Can motivate and encourage others	✓	
• Excellent ICT skills	✓	
TEACHING AND LEARNING	Essential	Desirable
• Substantial, recent and successful experience of teaching in Key Stage 3 and 4	✓	
• Knowledge of recent reforms and ability to successfully implement them	✓	
• Understanding of the use of a range of data to inform planning and underpin individual student progress	✓	
• Understanding of, and ability to model the characteristics of effective teaching, learning and assessment strategies	✓	
• Ability to monitor, evaluate and develop teaching and learning throughout the department	✓	
• Experience of, and commitment to, the education of the whole person promoting social and emotional well-being in addition to academic development	✓	
• High expectations of students and colleagues	✓	
STRATEGIC DIRECTION AND DEVELOPMENT	Essential	Desirable
• Able to lead, develop, share and realise strategic plans for the department	✓	
• Able to motivate, challenge and empower others to deliver an improvement plan	✓	
• Knowledge and understanding of educational trends	✓	

• Commitment to the use of emerging technologies	✓	
• Successful teaching in more than one school		✓

ACCOUNTABILITY	Essential	Desirable
• Ability to build and maintain effective links with stakeholders	✓	
• Ability to engage with parents in the education of their children	✓	
• Ability to develop and present a coherent and accurate account of the faculty's performance to a range of audiences; including parents and external agencies	✓	
LEADING AND MANAGING STAFF	Essential	Desirable
• Ability to contribute to the recognition and effective use of the talents of the teaching team	✓	
• Effective management of student behaviour	✓	
• Ability to undertake effective performance management and development of staff where appropriate	✓	
• Ability to take difficult decisions and convey outcomes clearly and sensitively	✓	
• Ability to foster an open, fair and equitable culture within the faculty	✓	

In addition to the candidates' ability to perform the duties of the post, the interview process will also explore issues relating to safeguarding and promoting the welfare of children including motivation to work with children and young people, ability to form and maintain appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours, and attitudes to use of authority and maintaining discipline.