

Person Specification

Post: Head of Year

Attributes	Essential	Desirable	How identified
Qualifications	<ul style="list-style-type: none"> GCSE Grade 4 or above in English and mathematics (or equivalent) 	<ul style="list-style-type: none"> Good honours degree Qualified Teacher Status First aid qualification 	<ul style="list-style-type: none"> Application Certification
Experience	<ul style="list-style-type: none"> Values driven Working with young people Working within a team 	<ul style="list-style-type: none"> Working in an inner-city area of high deprivation Teaching or mentoring in a secondary school Working in a similar role Line management 	<ul style="list-style-type: none"> Application Interview
Knowledge and skills	<ul style="list-style-type: none"> High expectations which motivate and challenge students Ability to construct successful relationships in order to manage behaviour Analytical thinker Maintain accurate and up to date records Maintain confidentiality at all times Commitment to safeguarding Microsoft Office, especially Excel, Outlook and Word 	<ul style="list-style-type: none"> Understanding of what makes a Dixons academy different and successful Some understanding of how children learn Safeguarding procedures Use of data management system/s e.g. Bromcom Pupil Premium funding and proven strategies for raising attainment Current educational policy 	<ul style="list-style-type: none"> Application Interview References
Character	<ul style="list-style-type: none"> Strong moral purpose and drive for improvement Mission-aligned Humble and kind Motivated, enthusiastic and flexible Excellent interpersonal skills Good sense of humour Desire to develop yourself Ability to give, receive and act on feedback Strong attention to detail Ability to work under pressure Commitment to the full life of the academy 	<ul style="list-style-type: none"> Willingness to offer extra-curricular provision 	<ul style="list-style-type: none"> Application Interview References