

Head of Year

Person Specification

Essential Criteria for Appointment

- Qualified teacher status
- At least 2 years' teaching experience in a secondary school
- Evidence of and a commitment to continued professional development
- Evidence of the ability to raise pupil achievement across the full age and ability range
- Excellent communication skills, both orally and written
- Evidence of leading, managing, developing and inspiring people individually and as a team
- The ability to plan, implement, monitor and evaluate change
- Evidence of the ability to work effectively under pressure and maintain self-motivation
- The ability to take initiative and accept responsibility
- The capacity to listen, empathise and resolve conflict
- A knowledge of current educational issues especially in relation to pastoral care and child protection
- Evidence of the ability to work with governors, senior management team, and heads of faculty on whole school initiatives
- An open, inquiring mind
- Evidence of the willingness to inspire and take an interest in the well-being and personal development of pupils and students
- Experience of dealing successfully and diplomatically with parents, community representatives and external agencies

Desirable Qualities

- Experience of pastoral responsibility at least as a form tutor
- Experience of supporting colleagues' professional development