**COPLEY PRIMARY SCHOOL : Person Specification for the Headteacher**

**Pay Range:** L18 – 22

Achievement of criteria – key to identification: A = Application I = Interview E = Exercise R = Reference

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| **Qualifications and Training** | **Essential** | **Desirable** | **How identified** |
| Qualified Teacher Status |  |  | A |
| Professional development activities undertaken within last 2 years |  |  | A |
| Degree in a relevant subject area |  |  | A |
| NPQH |  |  | A |

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| **Experience** | **Essential** | **Desirable** | **How identified** |
| Significant experience as a headteacher / deputy headteacher |  |  | A |
| Successful teaching experience in the primary phase |  |  | A/I/R |
| Experience of leading curriculum areas and initiatives showing a positive impact |  |  | A/I/R |
| Experience of modelling innovative approaches to school improvement and leadership |  |  | A/I/R |
| Experience of maintaining school systems and processes that are fit for purpose |  |  | A/I/R |
| Experience of successfully managing the performance of staff |  |  | A/I/R |
| Experience of effective use of ICT systems for monitoring purposes |  |  | A/I/R |
| Experience of leadership in an Ofsted inspection |  |  | A/I/R |
| Experience of financial management or making budgetary decisions |  |  | A/I/R |
| Successful teaching experience in more than one key stage and/or early years |  |  | A/I/R |

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| **Knowledge and Skills** | **Essential** | **Desirable** | **How identified** |
| Excellent oral, interpersonal, organisational, communication and problem-solving skills |  |  | A/I/E |
| In-depth knowledge of current and developing priorities in the primary sector |  |  | A/I/E |
| A solid knowledge of the early years curriculum |  |  | A/I/E |
| Ability to effectively analyse data and other management software to evaluate school performance |  |  | A/I/E |
| Ability to successfully lead, motivate and support staff |  |  | A/I/E |
| Ability to develop & maintain professional relationships with individuals inc Governors |  |  | A/I/E |
| Ability to promote and maintain an open, fair and equitable culture. |  |  | A/I |

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| **Initiative and Circumstances** | **Essential** | **Desirable** | **How identified** |
| Ability to self-motivate |  |  | A/I/R |
| Proven effectiveness in decision-making and ability to work under pressure |  |  | A/I/R |
| Ability to work flexibly and ability to respond to change |  |  | A/I/R |