

## Headteacher Person Specification

Essential (E)

Desirable (D)

| Education and Training  | E | D | Assessed by                 |
|---|---|---|-----------------------------|
| Qualified Teacher Status  | ✓ |   | Application                 |
| Degree  | ✓ |   | Application                 |
| Additional qualification related to the role, eg National Professional Qualification for Headship   |   | ✓ | Application                 |
| Evidence of professional development across career to date  | ✓ |   | Application                 |
| Experience  | E | D |                             |
| Successful experience at Headteacher level (may include acting or interim roles)  | ✓ |   | Application                 |
| Demonstrable success in a school leadership role, encompassing whole school responsibility  | ✓ |   | Application/<br>Interview   |
| Proven track record of achievement in raising standards through, for example, using target setting, data analysis and curriculum innovation to monitor and improve performance  | ✓ |   | Application/<br>Interview   |
| Strong experience in successfully leading and developing colleagues and building effective teams  | ✓ |   | Application/<br>Interview   |
| Proven track record of creating a rich learning environment and delivering successful behaviour management  | ✓ |   | Application/<br>Interview   |
| Knowledge, Skills and Qualities   | E | D |                             |
| Solid understanding of the regulatory frameworks associated with school management  | ✓ |   | Application/<br>Interview   |
| Sound understanding of how children learn, what high quality teaching and learning looks like and how to continue to raise standards for learners of all abilities  | ✓ |   | Application/<br>Interview   |
| Strong understanding of school leadership and school improvement needed to achieve outstanding pupil progress and personal development  | ✓ |   | Application/<br>Interview   |
| Sound knowledge of the latest curriculum changes, underpinned by a clear understanding of the National Curriculum, leading to holistic learning experiences for children, encompassing both personal development and academic achievement | ✓ |   | Application/<br>Interview   |
| Ability to demand ambitious standards for all learners and a determination to overcome disadvantage and ensure equality of opportunity  | ✓ |   | Application/<br>Interview   |
| Effective data analysis skills to identify good practice and opportunities for improvement  | ✓ |   | Application/<br>Interview   |
| Strong understanding of assessment strategies and the use of assessment to inform the next stages of learning   | ✓ |   | Application/<br>Interview   |
| Demonstrate a commitment to the safety and wellbeing of staff and children  | ✓ |   | Application/<br>Interview   |
| A detailed knowledge and understanding of current local and national educational issues and school systems  | ✓ |   | Application/<br>Interview   |
| Thorough knowledge of the OFSTED inspection framework and how this translates into school life  | ✓ |   | Application/<br>Interview   |
| A sound understanding and demonstrable commitment to safeguarding in all aspects of the school and for the whole school community   | ✓ |   | App/Interview/<br>Reference |
| Good understanding of management functions including budgeting, finance, human resources, health and safety, risk management and marketing  | ✓ |   | Interview/ Tasks            |
| Knowledge and understanding of the education framework with the ability to ensure that the school systems, organisation, policies and processes are efficient and fit for purpose   | ✓ |   | Interview                   |
| Ability to work closely with the local governing body and interface with the broader Trust Board  | ✓ |   | Interview                   |
| Ability to use self-evaluation to devise and implement a clear strategic plan for ambitious school improvement in line with OWN Trust values  | ✓ |   | Interview                   |
| Ability to forge productive and outward-facing links with external organisations and  | ✓ |   | Interview                   |

|   |          |          |                            |
|---|----------|----------|----------------------------|
| providers to enhance provision in the school and our Trust  |          |          |                            |
| <b>Personal Qualities</b>   | <b>E</b> | <b>D</b> |                            |
| Ability to enthuse, inspire, engage and lead all staff, enabling them to carry out their roles effectively  | ✓        |          | Application/<br>Interview  |
| Clear understanding of and commitment to the development of the OWN Trust values  | ✓        |          | Interview                  |
| Ability to be a visible and proactive champion for OWN Trust, its vision and values, and lead staff in their understanding of the benefits of our Trust family    | ✓        |          | Interview                  |
| Clarity of vision with the ability to communicate it in a compelling way  | ✓        |          | Interview./Pres            |
| Adaptable leadership style which encourages leadership from others and celebrates success   | ✓        |          | Interview                  |
| Commitment to creating an ethos and culture where staff have a strong sense of accountability and are supported to develop their own skills and subject knowledge | ✓        |          | Application/<br>Interview  |
| Sensitivity and wisdom in managing relationships with all stakeholders  | ✓        |          | Interview                  |
| Exceptional interpersonal and communication skills with the capacity to influence at all levels   | ✓        |          | Interview/<br>Presentation |
| High expectations of pupil achievement, conduct and behaviour   | ✓        |          | Interview                  |
| Act as a positive role model who develops and sustains effective relationships with all stakeholders to support and enhance learning                              | ✓        |          | Interview                  |
| Commitment to collaborative working within the school and across the Trust  | ✓        |          | Interview                  |
| Proven ability to lead by example with integrity, creativity, resilience and clarity, drawing on own skills and expertise and those of the team                   | ✓        |          | Interview                  |
| The drive and ability to manage change and to enthuse others in the process   | ✓        |          | Interview                  |
| Personal commitment to champion anti-discrimination and diversity in all aspects of the school's work   | ✓        |          | Interview                  |