



St. Mary's Church of England (VA) Primary School Person Specification

Job Title: **Headteacher**

Location: **St. Mary's Church of England (VA) Primary School**

Salary Range: **L12 to L18**

The selection decisions will be based on the criteria outlined below. At each stage of the process, an assessment will be made by the appointment panel to determine the extent to which the criteria have been met.

When completing your letter of application you should ensure that you address each of the selection criteria and provide supporting evidence of how you meet the criteria through reference to work or other relevant experience.

IMPORTANT NOTE: A candidate will only be considered for shortlisting and move forward for the subsequent person specification sections if they meet the first 7 areas within the person specification criteria grid. Candidates should provide examples using the STAR acronym (situation, task, action, result/impact) relating to the person specification criteria. This will be evidenced via Application (A), Interview (I) and/or References (R)

Requirements from Person Specification <i>Listed below are the requirements needed to undertake the job. Selection will be based on the extent to which applicants meet these requirements.</i>	Essential or Desirable			
Qualifications & Knowledge				
Qualified Teacher Status	E			
Degree or Equivalent	E			
Commitment to and experience of working with Early Years Foundation Stage, KS1 and KS2	E			
Recent successful leadership as a Head, Deputy, Assistant or School Improvement Lead	E			

Requirements from Person Specification <i>Listed below are the requirements needed to undertake the job. Selection will be based on the extent to which applicants meet these requirements.</i>	Essential or Desirable			
Has current training for Child Protection and Designated Safeguarding Lead and has successfully undertaken the role within the school setting	E			
Professional Development				
Evidence of appropriate and recent professional career development	E			
Evidence of recent leadership and management training and development	E			
Has successfully undertaken approved safer recruitment training	D			
Leadership Skills				
Ability to articulate a clear vision for the future embedding of the Christian values of the school	E			
Proven record of inspiring, enabling and motivating others to succeed in an inclusive environment	E			
Able to delegate and effectively achieve outcomes and provide development opportunities for staff	E			
Demonstrates excellent communication skills, including written and verbal communication	E			
Ability to build effective relationships with staff, parents, governors, trustees, the Church and the wider school community	E			
Whole School Leadership Experience				
Have taken an active involvement in effective school self-evaluation and development planning	E			
Experience of implementing a strategic plan across the whole school, identifying priorities and evaluating the impact	D			
Experience of leading change effectively and successfully	D			
Able to listen and engage with stakeholders including parents in a range of ways on a daily basis or as a lead on specific projects	E			
Knowledge and understanding of strategic financial planning and budgetary management and their contribution to school development and pupil outcomes	D			

Requirements from Person Specification <i>Listed below are the requirements needed to undertake the job. Selection will be based on the extent to which applicants meet these requirements.</i>	Essential or Desirable			
Have had responsibility for whole school policy development and implementation	D			
Experience of working with stakeholders including governors, school improvement partners and external agencies / companies	E			
Absolute commitment to safeguarding	E			
Evidence of clear commitment to promoting health and safety and the welfare and well-being of children	E			
Absolute commitment to inclusion	E			
Knowledge and experience of working with children with SEN (e.g. autism) across the primary phase	E			
An ability to understand the needs of children with challenging behaviours and develop therapeutic strategies to successfully manage this	E			
Successful track record of developing the performance of staff through effective teacher development strategies	E			
Supportive and encouraging of continued professional development (CPD) and well-being of staff and their own CPD and well-being	E			
Knowledge and experience of working within a Christian environment	D			
Personal Qualities				
A genuine support for a strong Christian ethos, coupled with the ability and enthusiasm to embrace the Christian values of a Church of England School and help every child fulfil their potential	E			
Leads by example with integrity and demonstrates resilience	E			
Visible and approachable, empathetic and enjoys engaging and inspiring children, staff, parents, governors and the wider community	E			
Demonstrates an ability to challenge people and resolve performance and relationship issues	E			
Adaptable leadership style, being 'hands on' when required balanced with knowing when to delegate	E			

Requirements from Person Specification <i>Listed below are the requirements needed to undertake the job. Selection will be based on the extent to which applicants meet these requirements.</i>	Essential or Desirable			
Demonstrates a capacity for sustained hard work with energy and enthusiasm	E			
Able to take a dynamic approach to the changing needs of the school population	E			
A commitment to preserve and develop the distinctive Christian character and ethos of the school	E			

You can assess each applicant against each of the requirements in the Person Specification by using the following code:

Not Met 0	Partly met 1	Met 2	Exceeds 3
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