

## *Compassion - Vocation - Wisdom*



# Headteacher Recruitment Information Pack

Start date:  
**September 2025**

Salary:  
**L34 - L39**

Application deadline:  
**4 October 2024**

Interviews take place:  
**w/c 4 and 11  
November 2024**

Main School Office:

Upper Site: Mornington Road, Woodford Green, Essex, IG8 0TP | Telephone: 020 8504-3419  
Lower Site: Sydney Road, Woodford Green, Essex, IG8 0TB | Telephone: 020 8504-8946

[www.tchs.org.uk](http://www.tchs.org.uk) [info@tchs.org.uk](mailto:info@tchs.org.uk) [@TCHSWoodford](https://www.instagram.com/TCHSWoodford) [f tcswoodford](https://www.facebook.com/tcswoodford) [tchs\\_woodford](https://www.instagram.com/tchs_woodford)



Diocese of  
**Brentwood**



Trinity Catholic  
High School

# From the

*Bishop of Brentwood*



Over the years, Catholic schools have made a significant contribution not just to the life of the Catholic Church, but also to the life of the nation as a whole. Catholic schools are places of great ethnic richness, they are characterised by tolerance, respect, a genuine spirit of enquiry and the search for truth. The education and formation that takes place in our Catholic schools is part of our contribution to the Common Good of society as a whole. Perhaps for these reasons and for the way children are cared for and valued, so many parents choose to send their children to a Catholic school.

Education is one of the most powerful weapons in combating poverty and in helping children to reach their full potential as human beings. So Catholic education is part of the Church's effort to realise Christ's desire for us all that we might "have life, and have it to the full." (John 10:9) This is achieved not just in the teaching of RE, but by a whole system of gospel-based values encompassing the way everyone relates to each other in all that we do and in extracurricular activities, in other words by the whole Catholic ethos of the school. Here we find a genuine means of exposing young people to the Gospel of Jesus Christ, and of helping them to respond to Christ's invitation to "follow me".

I am particularly grateful for those who participate in Catholic education and who craft this great treasure. Parents who choose a Catholic school and often go the extra mile to contribute to its life and help in practical ways with the running of a school. Over the years our forefathers fought hard to establish and maintain Catholic Education in these lands. Now it is our turn to work together to ensure that Catholic Education is maintained, supported and enabled to grow and develop for the future generations of children across the Diocese of Brentwood.

*+ Alan Williams, sm*

*Rt Rev Alan Williams, sm  
Bishop of Brentwood*



Diocese of Brentwood



Trinity Catholic  
High School

## School Vision and Values

### *Compassion – Vocation – Wisdom*

1. At Trinity we believe that, through the Eucharist, our Vocation is to love God, be compassionate to our neighbour and grow in wisdom, this is the path of excellence.
2. At Trinity we believe that religion lies as the heart of every individual's vocation. We must be compassionate and wise to all. We must value other people's religious beliefs and their practice of them.
3. At Trinity we believe that our vocation is to serve. According to Christ, those who follow this vocation should be accorded a special dignity and respect. We must have the wisdom to realise that all who serve the students act as their parents, their mothers and their fathers.
4. At Trinity we believe that our vocation is to build and develop a community which is compassionate and dedicated to the pursuit of excellence in all aspects.
5. At Trinity we believe that the fabric of the school and all its resources are for our enjoyment. We must take great care of these.
6. At Trinity we believe that our vocation is to become more compassionate and deepen our wisdom. In doing so, we can better serve others, both in our own communities and those communities attached to it, be it our neighbourhood, our country or those communities in the world which require our compassion.
7. At Trinity we believe that our vocation must always protect and show great compassion to those weaker than us, this is the wisdom of God made flesh in Jesus Christ.
8. At Trinity we believe we are here to make our parents and families proud.
9. At Trinity we believe that what we do, what we achieve is important in this life and in the life to come where compassion, vocation and wisdom reach their fulfilment.
10. Our Vision is summed up in this Acclamation.

*“May the Father of our Lord Jesus Christ  
Enlighten the eyes of our mind,  
So that we can clearly see  
What hope God holds for us.  
Alleluia.”*



Trinity Catholic  
High School

## School History



### *The Founding of Trinity: 1944 – 1981*

One of the greatest successes of the parish, which fitted closely into the ideals of the founding Dowager Duchess, was the expansion of Catholic education in the Woodford area. Butler's Education Act of 1944 completely reorganised state education and soon made its impact felt on St. Anthony's School. From its formation until 1946, St. Anthony's had been an all age elementary school but, from September of that year, all senior children of both sexes who had not qualified by means of examination at age 11 for admission to selective schools, were automatically transferred to St. George's Secondary School at Walthamstow. The effect on Catholic education in the area was parlous and led, in 1950, to the formation of one of the most powerful pressure groups ever instituted in the parish, the C.P.E.A., the Catholic Parents and Electors Association. They immediately adopted a high profile, not only on general educational issues, but in an attempt to rationalise and develop Catholic education in the area. The C.P.E.A. received tremendous help from the Franciscan community: extra land was given by the Fathers to St. Anthony's School for its enlargement and, in September 1958, the friars considered the selling of the Montclair site for the new secondary modern school of St. Paul's. In 1962 Monclair was eventually sold and, in September 1964, the new secondary modern school opened its doors.

The C.P.E.A. were also instrumental in the development of the convent school in Mornington Road. In 1945 this had been placed on the list of schools recognised by the Ministry of Education and became known as St. Mary's Grammar School. Due to the efforts of the C.P.E.A., the new Grammar School obtained aided status. The need, however, to establish a long term solution to Catholic education 11 – 18 continued and reached its climax in September 1976 when St. Mary's Grammar School (Mornington Road) and St. Paul's Secondary Modern School (Sydney Road) were merged into the new Comprehensive Trinity Catholic High School. The Franciscan and Parish community was generous in their support of the C.P.E.A. and the Diocese of Brentwood, not only in a pecuniary fashion, but being involved on the Governing Boards and in the busy pastoral work of these merging schools.

1976 saw Prime Minister James Callaghan's initiative implemented, the creation of comprehensive schools on a national level. The amalgamation of St. Paul's and St. Mary's Grammar schools were part of this. Sister Mary-Joachim eventually retired as Headteacher of St. Mary's Grammar School and Mr Joseph Green became overall Head of both sites, now reconstituted as Trinity Catholic High School. In 1981, Mr Joseph Green retired after long years of faithful service and Dr P.C. Doherty OBE was appointed as his successor with Michael Wilshaw as his First Deputy (Sir Michael Wilshaw later became Her Majesty's Chief Inspector of Schools, after his outstanding service both at Trinity and St. Bonaventure's Newham).





## Catholic Ethos

Founded in 1976, Trinity Catholic High School is one of the most distinguished Catholic schools in the country.

In partnership with parents, Trinity aims through a Christ-centred curriculum, to develop young men and women of faith, good character, strong intellect and generous spirit, able to move confidently into the world and to use their talents and gifts to lead and serve others.

The School is part of the Catholic Church, and, as such, is conducted in full accordance with the Canon Law and the teachings of the Church. Religious Education, in particular, is in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church, and at all times the School serves as a witness to the Catholic faith.

Jesus Christ is “the way, the truth and the life”. Those who profess this faith believe that in Christ the truth about Almighty God and the truth about the human person is revealed.

The unfolding of this truth constitutes the Church’s teaching. The acceptance of this truth brings true freedom and the fullness of life. Proclaiming this truth, this Gospel (Good News), by making Christ known to all peoples, constitutes the mission of the Church.

The first key reason why Catholic schools are established, then, is to be part of the Church’s mission in education, to place Christ and the teaching of the Catholic Church at the centre of people’s lives. “Education is integral to the mission of the Church to proclaim the Good News. First and foremost every Catholic educational institution is a place to encounter the living God who in Jesus Christ reveals his transforming love and truth.”

This evangelising mission is exercised through the diverse interaction of Catholic schools with their local parishes, families, societies and cultures they serve.

To put Christ and the teachings of the Catholic Church at the centre of the educational enterprise is the key purpose of Catholic schools. In a Catholic school, the Church seeks to build the foundation of our spiritual development, our learning and teaching, the formation of culture and our society in Christ. The fullness of life is to be found when Christ is at the centre of our lives. The Church has therefore “...in a special way the duty and the right of educating, for it has a divine mission of helping all to arrive at the fullness of Christian life”.

By placing Christ at the centre of all that they are and all that they do, Catholic schools have the potential to promote the “fullness of Christian life” through an “...educational philosophy in which faith, culture and life are brought into harmony.”

This means that the Church provides Catholic schools to be more than just places where pupils are equipped with learning and skills for the workplace and responsible citizenship. Rather, they are to be the communities where the spiritual, cultural and personal worlds within which we live are harmonised to form the roots from which grow our values, motivation, aspirations and the moral imperatives that inform our choices and actions as persons.

It is with good reason therefore that Pope Benedict XVI described Catholic schools as “an essential resource for the new evangelization”.





**Reporting to:** Diocese of Brentwood  
**Start date:** September 2025  
**Salary:** L34 – L39 (starting salary based on experience)  
**Disclosure level:** Enhanced

The Governors of Trinity Catholic High School are seeking to appoint an inspirational and dedicated Headteacher from 1<sup>st</sup> September 2025. Trinity Catholic High School is a caring, friendly school and community where our Catholic Ethos is central to all that we do. Our new Headteacher will work with Governors to shape the strategic direction of the school, and will be responsible for the day-to-day leadership and management. Our new Headteacher will lead a team that strive together in the best interest of all of our students, following the school's mission statement:

### ***Our Mission Statement:***

*In partnership with parents, Trinity aims through a Christ-centered curriculum, to develop young men and women of faith, good character, strong intellect and generous spirit, able to move confidently into the world and to use their talents and gifts to lead and serve others.*

Trinity is an exceedingly popular Catholic Secondary School with a Certificate of Catholic practice pupil population consistently more than 90%. It is located in a leafy suburb of North East London within the London Borough of Redbridge and has excellent transport links to both central London and Essex.

The school has an outstanding reputation with pupils and parents, examples of which can be seen on our website. Trinity is a school where former pupils aim to send their own children and many return to work there and where the Headteacher treats every pupil like he or she was his own child.

Trinity is a leader of pastoral support and a beacon for academic excellence. Ofsted: '**Teachers have strong subject knowledge and expertise**', '**Staff are proud to work at this school**'. Trinity effuses catholicity and is a place where all the pupils are made to feel like a member of a family. The education Trinity provides is child centred and for the whole child.

The Governors wish to continue with this ethos but to build on success and for Trinity to grow and flourish with new ideas.

Following the retirement of our long-standing headteacher of 42 years, the Governors are looking for a new headteacher to continue and develop these attributes.



***We want our Headteacher to be:***

- An experienced Leader fully committed in their private and professional life to the Catholic faith.
- A leader who strives for Trinity to be a high-performing school that leads pupils to academic and moral success.
- An excellent communicator.
- A team player who can continue the excellent partnership working with the Local Authority, Diocese and local community.
- A person who puts the care of the most vulnerable pupils as a priority.
- Full of confidence, creativity and enthusiasm to develop the school in accord with the guiding ethos “in Christ we flourish”.

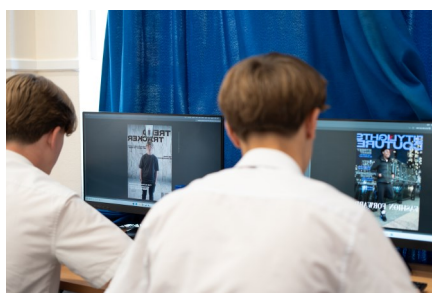
**Applications are invited from Headteachers or Deputy Headteachers with outstanding leadership experience.**

***The successful candidate will:***

- Be a practicing Catholic who can nurture faith and spirituality, and take the lead role in providing inspirational Catholic education based on our shared Gospel values.
- Be passionate in promoting a clear child-centered vision.
- Be inclusive, aspirational and ambitious for all our students and our staff.

***Governors are seeking someone who:***

- Will champion a curriculum that our teachers will be excited to teach and will inspire our students to learn.
- Can demonstrate a proven track record of providing inspirational, strategic and professional leadership.
- Has a secure understanding of all matters relating to safeguarding.
- Will be a team leader with experience of coaching and mentoring.
- Will work hard to ensure that every child is supported and challenged to maximise their potential.





***We can offer the successful candidate:***

- Students who are committed, enthusiastic and fully engaged in their learning.
- Professional and dedicated staff, supportive parents, and active Governors.
- An enthusiastic and aspirational Senior Leadership Team.
- Excellent opportunities for further professional development.
- Ofsted March 2023: Good.
- Catholic School Inspection January 2020: Outstanding achievement for all students.
- Well behaved students that are keen to achieve and are respectful of their teachers.
- A well-resourced school and a stimulating environment that is conducive to high quality teaching and learning.

***The Application:***

We warmly welcome applicants to contact our school and to speak with our HR team regarding any queries via the details below. Further information and an application pack are available online from the school website. Completed applications should be emailed to [recruitment@tchs.org.uk](mailto:recruitment@tchs.org.uk).

**Prospective candidates are warmly encouraged to visit the school by contacting HR below**

Telephone: 020 8504 3419—ext 242

Email: [hr@tchs.org.uk](mailto:hr@tchs.org.uk)

Closing date for applications: 4<sup>th</sup> October 2024

Interviews take place: w/c 4<sup>th</sup> and 11<sup>th</sup> November 2024

## Early applications are welcome

***Please note we do not accept CVs or applications from agencies. Only shortlisted candidates will be contacted.***

*Trinity Catholic High School are committed to safeguarding and promoting the welfare of students and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. The successful candidate will be subject to an enhanced Disclosure and Barring Service check along with other relevant employment checks. Applications should be on a **CES application form** and sent to the school (applications **NOT** submitted on the **CES application form** will not be considered). Any electronic applications will have to be signed by the applicant before attending an interview.*





# Job Description - Headteacher

**Leadership Scale:** 34 - 39 (Depending on experience)

**AIMS OF THE SCHOOL:** *In partnership with parents, Trinity aims through a Christ-centered curriculum, to develop young men and women of faith, good character, strong intellect and generous spirit, able to move confidently into the world and to use their talents and gifts to lead and serve others.*

**Responsible to:** The Headteacher is an employee of the Governing Body/ Trust Board and is required to carry out professional duties as detailed in this job description, and in Canon Law, the Trust Deed and Instrument of Government for the school (Articles of Association and Memorandum of Understanding for academies).

## Introduction:

1. This appointment is with the Governors of the school under the terms of the Catholic Education Service contract signed with the Governors as employers. The Governors will appoint a practising Catholic who, by personal example and professional leadership, will ensure that the Catholic ethos, rooted in the teachings of Jesus Christ and the Catholic Church, permeates all aspects of life in the school.
2. The appointment is subject to the current conditions of service for headteachers contained in the School Teachers' Pay and Conditions Document and other current education and employment legislation.
3. This job description may be amended at any time, following consultation between the Headteacher and the Governors and will be reviewed annually.

## Core Purpose of the Headteacher:

To set the context, the core purpose of the headteacher is to provide professional leadership and management for a school. This will promote a secure foundation from which to achieve high standards in all areas of the school's work. To gain this success, a headteacher must establish high quality education by effectively managing teaching and learning and using personalised learning to realise the potential of all pupils. Headteachers must establish a culture that promotes excellence, equality and high expectations of all pupils.

## The core purpose of the Headteacher is to ensure that:

1. the school is conducted as a Catholic school in accordance with the teachings of the Catholic Church and Canon Law, and in accordance with the Trust Deed of the Diocese of Brentwood;
2. religious education is in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
3. religious worship is in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;
4. the school provides high quality teaching and learning that leads to successful outcomes for pupils in terms of spiritual and moral growth, achievement, attitudes to learning, behaviour and personal development;
5. the school will promote and safeguard the welfare of all students, enabling every child, whatever their background or their circumstances, to have the support they need to: be healthy; stay safe; enjoy and achieve; make a positive contribution; achieve economic well-being; recognise their own dignity and the dignity of others as children of God;
6. all statutory requirements are met and the work of the school is effectively monitored, evaluated and reviewed.



## General Duties and Responsibilities:

To carry out the duties of the Headteacher as set out in the current School Teachers' Pay and Conditions Document.

## Key Areas of Responsibility:

### School culture

The school's culture expressed in the strategic vision and development of a Catholic school, stems from the educational mission of the Church, which is reflected in the school's mission statement and school improvement plan.

#### Actions:

- Create and maintain a distinctively Catholic ethos that is inclusive and applies Catholic values, attitudes and practices in all aspects of school life, recognising that life is lived explicitly and consciously in the presence of God. The ethos and strategic direction should be established and sustained in partnership with the governing board and through consultation with the school community.
- Ensure there is planned worship, and appropriate liturgy in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church.
- The vision must reflect its distinctive Catholic character, in accordance with the provisions of the Diocesan Trust Deed, based on what it means to be fully human as revealed in the person, life and teachings of Jesus Christ.
- Create a culture where pupils experience a positive and enriching school life.
- Uphold ambitious educational standards of excellence which prepare pupils from all backgrounds for their next phase of education and life.
- To work with and motivate others to ensure creativity, innovation and quality, including in the use of appropriate new technology, to achieve excellence and nurture human wholeness.
- Promote positive and respectful relationships across the school community and a safe, orderly and inclusive environment.
- Build a school culture and curriculum, based on Gospel values and the teachings of Jesus Christ and the Catholic Church, which takes account of the richness and diversity of the school's communities.
- Build a relationship with the local church and parish communities, seeing participation in the celebration of the Eucharist as a crucial point of reference and stability.
- Ensure a culture of high staff professionalism.

### Teaching

In a Catholic school, the search for excellence is expressed in learning and teaching, which responds to the needs and aspirations of its pupils and acknowledges their individual worth as children of God.

#### Actions:

- Establish and sustain high-quality, expert teaching across all subjects and phases, built on an evidence-informed understanding of effective teaching and how pupils learn.
- Secure high quality religious education for all pupils in accordance with the doctrines and teachings of the Catholic Church.
- Ensure high quality Personal, Social and Health Education and Citizenship in accordance with the teachings and doctrines of the Catholic Church.
- Ensure high quality Relationship, Sex and Health Education in accordance with the teachings and doctrines of the Catholic Church.
- Ensuring quality provision for pupils' spiritual, moral, social and cultural education in line with the distinctive Catholic nature, purposes and aims of the school.
- Ensure teaching is supported by high levels of subject expertise.
- Ensure effective formative assessment.

## **Curriculum and assessment**

### Actions:

- Ensure a broad, structured and coherent curriculum which sets out the knowledge, skills and values that will be taught.
- Establish effective curricular leadership, developing subject leaders with high levels of relevant expertise with access to professional networks and communities.
- Ensure that all pupils are supported with their reading and literacy development.
- Ensure valid, reliable and proportionate approaches are used when assessing pupils.

## **Behaviour**

### Actions:

- Have high expectations for pupils' behaviour, built upon relationships, rules and routines, based on Gospel Values which are understood clearly by all staff and pupil including courteous conduct in accordance with the school's behaviour policy.
- Manage behaviour consistently, fairly and respectfully.
- Ensure that adults within the school model and teach the behaviour of a good citizen.

## **Additional needs and special educational needs and disabilities (SEND)**

### Actions:

- Ensure the school holds ambitious expectations for all pupils.
- Create a culture and practices that enable pupils to access the curriculum and learn effectively.
- Ensure the school works effectively with parents, carers and professionals, to identify the additional needs of pupils, providing support and adaptation where appropriate.
- Ensure the school fulfils its statutory duties under the SEND code of practice.

## **Professional development**

### Actions:

- Ensure staff have access to high-quality, sustained professional development opportunities.
- Prioritise the professional development of staff, ensuring effective planning, delivery and evaluation which is consistent with the standard for teachers' professional development.
- Ensure that professional development opportunities draw on expert provision from beyond the school, as well as within it, including nationally recognised career and professional frameworks and programmes to build capacity and support succession planning.

## **Organisational management**

In a Catholic school, all deployment of staff, finance, material resources, time and energy should promote the common good of the community in accordance with the school's mission.

The Headteacher provides effective organisation and management of the school and seeks ways of improving organisational structures and functions based on rigorous self-evaluation. The Headteacher deploys people and resources efficiently and effectively to secure the schools aims and mission through meeting specific objectives in line with the school's strategic plan and financial objectives.

### Actions:

- Ensure the protection and safety of pupils and staff through effective approaches to safeguarding.
- Prioritise and allocate financial resources appropriately, ensuring efficiency, effectiveness and probity in the use of public funds.
- Ensure staff are deployed and managed well with due attention paid to workload.
- Establish and oversee systems, processes and policies that enable the school to operate effectively and efficiently.
- Ensure rigorous approaches to identifying, managing and mitigating risks.
- To ensure stewardship of the buildings and grounds in relation to Diocesan requirements.
- To provide a safe and secure environment for all who work in and visit the school.



# Trinity Catholic High School

## Continuous school improvement

- Actions:**
- Identify and analyse complex or persistent problems and barriers which limit school effectiveness, and identify priority areas for improvement.
  - Develop appropriate evidence-informed strategies for improvement as part of well-targeted plans which are realistic, timely, appropriately sequenced and suited to the school's context.
  - Ensure careful and effective implementation of improvement strategies, which lead to sustained school improvement over time.

## Working in partnership

In a Catholic school, the Headteacher shares responsibility for the mission of the school and the wider Diocesan educational system and is therefore called to work in collaboration with others including, parents, clergy, religious, diocesan officers, colleague headteachers and agencies set up by the Catholic Bishops' Conference of England and Wales, as and when appropriate.

**Actions:**

- To recognise the authority of the Bishop in relation to the provision of Catholic education in the Diocese and to work with Diocesan authorities to provide them with such information as they require.
- Forge constructive relationships with parents to support and improve pupils' achievement and furthering the distinctive Catholic nature, purposes and aims of the school.
- Develop effective links with the parish and wider Catholic community. Work successfully with other schools, including other Catholic schools, and organisations in a climate of mutual challenge and support.
- Create working relationships with fellow professionals and colleagues across other public services to improve educational outcomes for all pupils.

## Governance and accountability

**Actions:**

- Understand and welcome the role of effective governance, upholding their obligation to give account and accept responsibility.
- Create professional working relationships with those responsible for governance.
- Ensure that staff know and understand their professional responsibilities and are held to account.
- Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties.



## Person Specification - Headteacher

*In partnership with parents, Trinity aims through a Christ-centered curriculum, to develop young men and women of faith, good character, strong intellect and generous spirit, able to move confidently into the world and to use their talents and gifts to lead and serve others.*

Please write your supporting statement / letter giving evidence of how you meet each of the essential criteria.

Faith Commitment	Essential	Desirable
Practicing and committed Catholic in good standing with the Church	✓	Evidence of participation in parish or Catholic community life.
A secure understanding of the distinctive nature of the Catholic school	✓	
Understanding of the headteacher's role as a pastor	✓	
Understanding of the school's role in the Catholic and wider community	✓	
Ability to demonstrate care, compassion and reconciliation	✓	
Ability to lead acts of worship in the Catholic school	✓	
Qualifications and Training	Essential	Desirable
Degree and Qualified Teacher Status (QTS)	✓	
Evidence of continuing professional development in preparation for HT post	✓	NPQH Post Grad level qualification. MA in Catholic School Leadership.
Catholic Certificate in Religious Studies (CCRS)	✓	
Willingness to undertake CCRS within 2 years of appointment	✓	
Experience	Essential	Desirable
A record of substantial, successful teaching experience	✓	Experience in a variety of schools.
Experience as a successful Headteacher, Head of School, Deputy or a Deputy with or working towards NPQH	✓	
Experience of effecting change in teaching, learning or curriculum either at phase or whole school level	✓	
Experience of leadership role	✓	



# Trinity Catholic High School

<b>Professional Knowledge and Understanding</b>	<b>Essential</b>	<b>Desirable</b>
Understanding the expectations in Ofsted Framework about what makes an effective school	✓	Understanding of the expectations of the S.48 denominational Inspection (CSI).
Working knowledge of school planning, evaluation, assessment and accountability	✓	The ability to role model excellent teaching.
Ability to analyse data, develop strategic plans, set targets and achieve desired outcomes	✓	
Thorough knowledge and understanding of current educational issues	✓	
Ability to develop policies and procedures that demonstrate the Catholic ethos of the school and commitment to equal opportunities for all	✓	
<b>Promoting the Welfare of the Students</b>	<b>Essential</b>	<b>Desirable</b>
A good understanding of up-to-date policy and practice with regard to safeguarding. Commitment to safeguarding well-being of staff and pupils	✓	
<b>Professional Skills and Abilities</b>	<b>Essential</b>	<b>Desirable</b>
Evidence of working effectively with the staff, governors, pupils and parents	✓	
Ability to communicate effectively in writing and orally to a range of audiences including pupils, parents, staff, governors, clergy, fellow professionals and the media	✓	
Ability to produce clear reports, information and advice to staff and governors and to provide clear information to the Diocese and the CES when required	✓	Understanding the criteria for evaluating a Catholic school.
<b>Personal Qualities</b>	<b>Essential</b>	<b>Desirable</b>
Evidence of leading by example, demonstrating good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	✓	
Stamina, energy and resilience; confidence	✓	
Optimistic outlook	✓	
Commitment to own work/life balance as well as that of others	✓	
Understand and support the Catholic ethos of our Catholic School, including the spiritual development of the pupils and the school's role within the community	✓	
Evidence of a strong commitment to Catholic Education	✓	