



Deputy Headteacher - Person Specification

Requirement	Essential	Desirable
Qualification	<ul style="list-style-type: none"> • Degree • Qualified Teacher status • Evidence of continuing professional development 	
Experience	<ul style="list-style-type: none"> • Experience across the Secondary age range • Proven record of successful classroom teaching • Proven record of successful experience as Assistant Headteacher or Deputy Headteacher • Good ICT skills and knowledge to enhance teaching and learning through the identification, evaluation, adoption, and integration of effective education technology innovations into the curriculum 	<ul style="list-style-type: none"> • Liaison with external agencies
Leadership and Management	<ul style="list-style-type: none"> • Proven leadership and management skills • Demonstrable excellent supervisory, administrative, communication and interpersonal skills • Understand the Co-operative values and work effectively as part of the Trust • A clear vision of excellence in Secondary education • A proven ability to raise educational standards and a commitment to high standards of achievement • Understanding of school improvement and basic budget preparation • Understanding of the strategic role of the Governing Body and ability to work effectively with Governors • Ability to delegate, monitor and evaluate information • Evidence of good working relationships with parents and the wider school community • Highly visible in and around the school • Experience of professional development process for both teaching and support staff • Commitment to the continuing professional development of all staff • Ability to lead by example and inspire others to achieve positive results • Ability to initiate and manage change sensitively in pursuit of strategic objectives • A commitment to the protection and safeguarding of young people and an up-to-date knowledge of Child Protection procedures 	<ul style="list-style-type: none"> • Project management experience • Knowledge and Understanding of GDPR
Knowledge and Skills/ Teaching and Learning	<ul style="list-style-type: none"> • Ability to demonstrate knowledge of current curricular and educational issues/relevant legislation 	<ul style="list-style-type: none"> • Innovative and creative approach to teaching and learning



	<ul style="list-style-type: none"> • Clear knowledge and understanding of assessment and monitoring procedures and ability to implement these • Demonstrable knowledge and understanding of education technology and its use across the curriculum • Commitment to inclusion and equality of access to educational provision for all children • Demonstrable knowledge and understanding of safeguarding and Online Safety regulations, principles and resources • An understanding of consistent approaches to behaviour management • Demonstrable knowledge and understanding of productivity software such as Office 365. • Demonstrable knowledge and understanding of education technology associated with CPD, such as LMS, Video based professional learning and social media • The ability to identify user needs (teachers, students, management and administration), analyse, logically organise the information and come up with a variety of solutions including appropriate training resources. • Clear understanding of what is effective teaching and learning • A high regard for the personal achievement of each child 	
Personal Qualities	<ul style="list-style-type: none"> • Strong interpersonal and communication skills • Engage effectively with staff, children and the community • Desire to promote respect between children, staff, parents and governors • A well organised person able to manage time effectively, to delegate, to prioritise and to meet deadlines • Ability to recognise and utilise staff strengths • Ability to build, support, motivate and work as part of a high performing team • Ability to inspire children • Resilient, hardworking and calm in a crisis • Lead by example in extra-curricular activities 	