



## **Headteacher Bohunt Wokingham (maternity cover) Job Description**

**Accountable to: Chief Executive Officer**

**Line Manager: Executive HT (North West Cluster)**

### **Job purpose**

To provide highly effective leadership for the whole school community, by demonstrating:

- Commitment to Highest Quality Learning & Teaching
- Strength in strategic direction and development.
- Positive leadership and management of staff.
- Effective deployment of resources.
- Commitment to every child as a learner.

**Main Accountabilities** (the list below is neither exhaustive nor exclusive)

### **1. Highest Quality Learning & Teaching**

- Establish provision of optimal learning in all its forms, to ensure that students enjoy an optimal learning experience and environment.
- Develop sustained excellence in teaching, in order to facilitate the above, by investing in the professional development of all staff.
- Remove barriers to learning and progress.
- Actively promote the personal development and wellbeing of all students.

### **2. Strategic direction and development, to**

- Maintain high expectations and the aspirational culture within the school
- Promote a 'can do' ethos for the school.
- Keep student outcomes under constant review.
- Look outwards to maintain effective relationships with other schools, the wider community and business networks.
- Ensure the provision of rich and diverse co-curricular opportunities.
- Contribute to a culture of innovation

### **3. Positive leadership and management of staff, to**

- Maintain a tangible 'team' culture within staff including the nurture and development of staff new to the academy
- Identify and nurture talent without regard to years of teaching experience
- 'Walk the talk' in systematically promoting good practice and addressing weaknesses.

**4. Effective deployment of resources, to**

- Assume responsibility for the optimal management of all available resources.
- Contribute to the strategic discussion regarding current facilities and potential future developments.

**5. Promote and preserve the ethos of Bohunt Education Trust (BET), to**

- Subscribe to and support the working and objectives of the BET.
- Ensure there is open accountability to students, staff, parents and carers.
- Ensure the professional development and personal accountability of all staff through the Performance Management system and in keeping with Trust policy and procedures.
- Curate and develop BET artefacts of culture.

**Headteacher Bohunt Wokingham  
Person Specification**

Criteria	Essential	Desirable	Evidence
<b>I. Qualifications</b>		Y	
Successfully completed NPQH qualification		Y	A
Masters level degree			A

2. Knowledge and Experience			
Successful experience of school leadership at whole school level	Y		A
Demonstrate successful teaching experience across a range of settings	Y		A/I
An excellent understanding of educational practice	Y		I
Experience of adapting successful teaching practice in response to local and national demands of new initiatives		Y	I
Practical experience of developing successful bids for grants/additional funding		Y	I
Understanding of, and commitment to, removing barriers to learning		Y	I
Committed to leading and establishing a vision of excellence that sets high standards for every student	Y		A/I
Comprehensive knowledge of the safeguarding of children	Y		I
Evidence of improving students' outcomes	Y		I

<b>3. Personal skills/qualities</b>			
Proven leadership ability in a school setting	Y		A/I
Ability to develop teams at all levels and to delegate effectively	Y		I
The ability to promote by personal example the positive behaviour of students within the school community and beyond	Y		A/I
An effective communicator both within the school and the wider community, with the ability to develop key strategic partnerships	Y		I
The ability to challenge, influence and motivate others to attain high goals	Y		I
An ability to motivate and inspire students, through personal engagement		Y	I
A commitment to continuously raising standards of the school	Y		I
Engage the school community in the systematic and rigorous self-evaluation of the work of the school	Y		I
Excited by the possibilities that working within a multi-academy trust offers		Y	

Key to evidence column: A = Application Form I = Interview

*Bohunt Education Trust is committed to safeguarding and promoting welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment. The post is subject to an enhanced DBS check and satisfactory references.*

*We are committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and*

*marriage and civil partnerships*

