Person Specification

Post: Librarian

Attributes	Essential	Desirable	How identified
Qualifications	• GCSE Grade 4 or above in English and mathematics (or equivalent) Good honours degree or equivalent	• Qualified Librarian • Qualified Teacher Status	• Application • Certification
Experience	• Values driven • At least two years' experience working in a school • Contributing to strategic direction and development	• Working in an inner-city area of high deprivation • Collaborating to support the development of literacy across a range of platforms, tools and media • Planning and delivering CPD sessions to develop colleagues' understanding of enquiry learning and information literacy • Line management	• Application • Interview
Knowledge and skills	• Build and form good relationships with students and colleagues • Effective verbal and written communication skills to engage colleagues, students and other professionals • Collect, analyse and present relevant statistical and other data to inform monitoring and decision making • Proven leadership on action planning, monitoring and evaluation • Manage and monitor a budget and provide required reports • Improve own practice and develop own knowledge through self-evaluation • Commitment to safeguarding • Microsoft Office, especially Excel, Outlook and Word	• Understanding of what makes a Dixons academy different and successful • Collaboration with classroom teachers and specialists to design and teach engaging enquiry and learning experiences and assessments that incorporate multiple literacies and foster critical thinking • SEND theory and practice (including gifted and talented students and students for whom English is an additional language) • Latest technologies that can effectively support learning • Copyright, fair use and licensing of intellectual property • Proactively engage in collaborative enquiry with faculties and key groups of people / students • Lead, develop and motivate a team of staff, delegating responsibilities as required	• Application • Interview • References
Character	• Strong moral purpose and drive for improvement • Mission-aligned • Humble and kind • Motivated, enthusiastic and flexible • Excellent interpersonal skills • Good sense of humour • Desire to develop yourself • Ability to give, receive and act on feedback • Strong attention to detail • Ability to work under pressure • Commitment to the full life of the academy	• Willingness to offer extra-curricular provision	• Application • Interview • References