

PERSON SPECIFICATION

POST TITLE: Principal – UTC Sheffield City Centre

DATE: September 2026

	CATEGORY/ITEM	ESSENTIAL	DESIRABLE	EVIDENCE	WEIGHTING High = 2 Low = 1
	Experience				
1.	Prior experience as a senior leader.	✓		AF/I	2
2.	Previous track record of excellence in the classroom.	✓		AF/I	2
3.	Prior experience of monitoring teacher effectiveness with regard to standards and outcomes.	✓		AF//A	2
4.	Prior experience of challenging, developing and enhancing the teaching practice of others	✓		AF/I	2
5.	Prior experience of management of competency/disciplinary procedures		✓	AF/I	1
6.	Evidence of managing successful self - evaluation, improvement and change initiatives within the education setting.	✓		AF/I	2
7.	Prior experience of developing the school curriculum and preparing associated staffing and resource costs working alongside Human Resources.	✓		AF//A	2
8.	Prior experience and understanding of line management of faculty/subject area(s).	✓		AF/I	2
9.	Prior experience of supporting middle leaders in the development of strategies to raise students' achievement.	✓		AF//A	2
10.	Prior experience of timetabling.		✓	AF/I	2
11.	Prior experience of working with Governors.	✓		AF/I	1
12.	Prior experience of working with parents and the wider community.	✓		AF//A	2
13.	Experience of taking responsibility for school leadership as delegated or in the absence of the Headteacher or Principal.		✓	AF//A	1
14.	Prior experience of employer, further and higher education liaison, collaboration and engagement.		✓	AF/I	1
	Education and Training				

15.	Appropriate degree or equivalent.	✓		AF	2
16.	Qualified Teacher Status.	✓		AF	2
17.	Evidence of recent personal and professional development.	✓		AF/I	2
18.	NPQH – in development or achieved.		✓	AF	1
Knowledge					
19.	Sound understanding of the requirements for effectively monitoring teacher effectiveness and measuring standards and outcomes.	✓		AF//A	2
20.	An understanding of the success factors contributing to managing successful change initiatives.	✓		AF//A	2
21.	A thorough understanding of the nature of learning and its implications for the development of effective teaching and behaviour strategies.	✓		AF//A	2
22.	A sound understanding of the strategies which help to raise students' attainment.	✓		AF//A	2
23.	An understanding of value-added measurement and benchmark data as tools for improving standards of students' achievement.	✓		AF//A	2
24.	An understanding of up-to-date educational developments, nationally.	✓		AF//A	1
Skills/Aptitudes					
25.	Ability to monitor teacher effectiveness with regard to standards and outcomes.	✓		AF//A	2
26.	Ability to delegate within appropriate parameters and hold people accountable for that delegated responsibility.	✓		AF//A	2
27.	Ability to effectively manage change initiatives.	✓		AF//A	2
28.	Ability to effectively manage a team.	✓		AF/I	2
29.	Ability to think critically, flexibly and positively in the face of complex issues.	✓		AF//A	2
30.	Ability to perceive the role as part of the whole-school context and development.	✓		AF/I	1
31.	Ability to communicate easily, sensitively and effectively, both orally and in writing, to a range of stakeholders within the UTC's internal and external communities.	✓		AF//A	1
32.	Ability to motive, inspire and relate appropriately to staff and students in a variety of contexts.	✓		AF//A	2

33.	Ability to effectively and efficiently prioritise.	✓		AF/I/A	2
34.	High order organisational and administrative skills.	✓		AF/I/A	2
Specific requirements					
35.	Demonstrate a positive team approach to work.	✓		AF/I/A	2
36.	Ability to establish the very highest levels of Safeguarding and Health and Safety procedures.	✓		AF/I/A	2
37.	Committed to continuous self-improvement.	✓		AF/I	2
38.	A keen sense of professionalism.	✓		AF/I	2
39.	Flexible approach to work to meet the requirements of the post.	✓		AF/I	2
40.	A commitment to equal opportunities and inclusion.	✓		AF/I	2
41.	A commitment to high expectations for staff and students.	✓		AF/I	2
42.	Excellent attendance record.	✓		AF/R	2
43.	A commitment to partnership and collaborative working.	✓		AF/I	2
Suitability to work with children					
44.	Valid DBS clearance.	✓		A	2
45.	Valid medical clearance.	✓		A	2

AF Application Form

I Interview

A Assessment (documentation/practical testing)

R Reference