



# St Edmund's Catholic School

*Caelum Dives Ingređi*



## Person Specification: Senior Leader

Attributes	Essential	Desirable	Evidence
Education, Training and Qualifications	<ul style="list-style-type: none"> <li>Qualified teacher status.</li> <li>Evidence of recent and relevant CPD.</li> <li>Understanding of current trends in education both nationally and internationally.</li> </ul>	<ul style="list-style-type: none"> <li>Higher degree or qualification.</li> <li>Involvement in a range of projects.</li> <li>Management/leadership courses attended.</li> <li>Leadership qualification.</li> </ul>	Application form.
Experience	<ul style="list-style-type: none"> <li>3 years of successful middle leadership experience in a secondary school or equivalent.</li> <li>Teaching across KS3 and 4.</li> <li>Teaching across the ability range and strategies used to maximise progress.</li> <li>Participation within schools wide systems e.g. Performance Management and evidence of use to improve standards.</li> <li>Contact with parents or carers.</li> <li>Evidence of student achievement both on an individual and department/whole school basis.</li> </ul>	<ul style="list-style-type: none"> <li>Experience of school (s) in an urban context.</li> <li>KS2 or KS5 experience.</li> <li>Experience of delivering extra-curricular activities.</li> <li>Ability to teach additional subjects.</li> <li>Experience of senior leadership team.</li> <li>Understanding of Catholic Education.</li> </ul>	Application form, letter and reference.
Skills and Abilities	<ul style="list-style-type: none"> <li>An 'Outstanding' classroom teacher.</li> <li>Able to inspire, challenge and motivate students.</li> <li>Ability to track student data and develop effective interventions.</li> <li>Anticipate problems, develop creative solutions within the context of the classroom.</li> <li>Set and achieve ambitious, challenging goals and targets for self.</li> <li>Listen to and reflect on feedback from others.</li> <li>High level of oral, written and ICT skills.</li> <li>Excellent presentation skills (eg speaking to large groups of pupils/parents/staff etc).</li> <li>Able to build and maintain positive relationships with individuals and groups.</li> </ul>	<ul style="list-style-type: none"> <li>Use of SIMS Management systems.</li> <li>Presentation skills to groups of staff, parents / Governors.</li> <li>Use of a range of ICT packages to track progress.</li> <li>Able to interpret results in a variety of documentation e.g. Raise-On-Line / Dashboard.</li> <li>Previous experience of leading whole staff presentations.</li> </ul>	Letter. References. Interview. Specific tasks at interview.

**'I can do all things with the help of God who strengthens me.'**  
**Philippians 4: 13**

Attributes	Essential	Desirable	Evidence
	<ul style="list-style-type: none"> <li>• Prioritise, plan and organise self.</li> <li>• Able to lead, improve and develop staff within key areas of responsibility.</li> <li>• Ability to communicate with parents, community and other outside organisations.</li> <li>• Able to see the big picture and work in confidential situations.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of complexities of child protection at senior leadership team level.</li> <li>• Working with Governors, Local Authority and other bodies.</li> <li>• A desire to develop key lessons, eg: numeracy, literacy, careers etc.</li> </ul>	
Motivation and Personality	<ul style="list-style-type: none"> <li>• Commitment to educating students in a Christian environment.</li> <li>• Willing to be involved in extra-curricular events and give time/energy to school life.</li> <li>• Ambitious for career development.</li> <li>• Team player.</li> <li>• Positive attitude.</li> <li>• Relentless optimism.</li> <li>• Genuine concern for the welfare of staff and pupils.</li> <li>• Commitment to maintaining 'outstanding' school status.</li> </ul>	<ul style="list-style-type: none"> <li>• A desire to develop numeracy across the curriculum.</li> <li>• Open to the change of practice and ideas.</li> <li>• Ability to identify weaknesses in whole school systems/approaches.</li> </ul>	Letter. References. Interview.
Personal	<ul style="list-style-type: none"> <li>• Able to work under pressure and be emotionally resilient.</li> <li>• Willing to accept the demands and challenges of the post and respond in a flexible manner.</li> <li>• A sense of humour.</li> <li>• A commitment to always go that extra mile and give more.</li> <li>• Be a hands on team player.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of wider educational issues.</li> <li>• Practising Catholic/Christian.</li> </ul>	References. Interview.

**‘Teaching is a beautiful job; as it allows you to see growth day by day of people entrusted to your care. It is a little like being parents, at least spiritually. It is a great responsibility.’**  
**Pope Francis**