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|  | Specification for the post of **SUBJECT LEADER FOR ICT/COMPUTER SCIENCE & BUSINESS STUDIES****WOODCHURCH HIGH SCHOOL** **CHURCH OF ENGLAND ACADEMY** | *Employee Specification Form**M23* |

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| **Personal Attributes** |
|  | **Essential** | **Desirable** |
|  | **Attribute** | **Stage Identified** | **Attribute** | **Stage Identified** |
| **Qualifications** | * Good Honours Degree in appropriate subject
* Qualified Teacher Status
* Recent participation in relevant professional development
* DBS Clearance and Satisfactory references.
* PGCE/QTS in Secondary phase
 | L,F,R |  | L,F,R |
| **Experience** | * Successful experience of leading an ICT department.
* Proven track record as an outstanding classroom teacher.
* High level skills in data handling and analysis.
* Presenting effectively to varying groups/audiences.
* Effective team leadership, initiating change.
* Record of outstanding achievement in results, student progress and classroom teaching.
* Experience/ coaching and school improvement
* Experience in delivering extra curricular participation and performances
 | L,F,R,I | * Experience of partnership working
* Experience of leading staff in key aspects of school improvement or monitoring and evaluation
* Involvement in cross curricular, whole school activities
* Experience of leading training/development within school and externally

 | L,F,R,I |
| **Knowledge and Skills** | * Be able to promote a learning culture which embraces new teaching strategies and promotes skills development among students.
* Have effective team leadership and management.
* Evidence of raising achievement in your present post.
* Have evidence of recent CPD relevant to a leadership post.
* Possess excellent leadership and management skills with the ability to inspire, lead and work in a variety of teams.
* Understand how students learn and how to raise standards of achievement.
* Good knowledge and understanding of current educational thinking.
* Possess a positive approach to school improvement and excellence and have high expectations of yourself and others.
* Be an excellent communicator.
* Have excellent organisational skills.
* Lead by example and challenge underachievement effectively through support and accountability dealing sensitively to resolve conflicts and problems.
 | L,I,F |  |  |
| **Personal Qualities** | * Self awareness (emotional self awareness, accurate self-assessment, self confidence).
* Social awareness (empathy, organisational awareness, service awareness).
* Self management (emotional self-control, transparency, adaptability, achievement orientation, initiative, optimism).
* Relationship management (developing others, inspirational leadership, change catalyst, influence, conflict management, team work and collaboration).
 | Selection Process |  |  |
| **Special** **Requirements** | * Ability to relate to and promote the Christian ethos of the school.
* To follow the School’s Child Protection and Safeguarding procedures.
* Willingness to undertake training as required.
* Excellent attendance and punctuality.
* Ability to work under pressure and meet deadlines.
* Commitment to raising of standards and achievement.
* Potential for further career development and progression.
* Ability to be able to work effectively as a form teacher and to support the development of pastoral work within school
* Ability to work with other curriculum areas to develop extra curricular opportunities
* Excellent communication skills
* Excellent Team Player
* Stamina, resilience and optimism
* Loyalty & humour
 | L,F,R,I | * Ability to contribute to CPD, coaching and mentoring
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Signed.......................................................................... KEY: F=FORM, L=LETTER, I=INTERVIEW, R=REFERENCE, P=PORTFOLIO