

### Vice Principal Job Description

Attributes	Criteria
<b>Education and Qualification</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• National Professional Qualification for Senior Leadership</li> <li>• Further qualifications related to leadership and management in the primary phase.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Successful experience as a consistently high performing teacher.</li> <li>• Experience of teaching in UKS2.</li> <li>• Successfully leading a whole school leadership responsibility.</li> <li>• Experience leading other areas of responsibility as a senior leader. E.g. pupil premium</li> <li>• Evidence of successful implementation of strategies to improve teaching and learning to raise the standards of achievement for all pupils. Involvement in school self-evaluation and development planning</li> <li>• Demonstrable experience of successful line management and staff development</li> </ul>
<b>Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>• Knowledge of curriculum related documents and current developments for the Primary Phase.</li> <li>• Ability to articulate a vision</li> <li>• In-depth knowledge of curriculum development.</li> <li>• Understanding of high-quality teaching, and the ability to model this for others and support others to improve</li> <li>• The ability to use a range of methods including action research to improve teaching and learning</li> <li>• Excellent communication and interpersonal skills</li> <li>• Ability to build effective and positive working relationships</li> <li>• Data analysis skills, and the ability to use data to set targets and identify weaknesses</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality, ensuring that personal beliefs are not expressed in ways that exploit the position.</li> <li>• Value all children; have high expectations and a commitment to the development of the whole child.</li> </ul>



	<ul style="list-style-type: none"><li>• Relate well to pupils, staff and parents and care about their individual needs.</li><li>• Ability to manage workload appropriately</li><li>• A good sense of humour</li><li>• Flexible and willing to respond to new challenges.</li><li>• Has high standards of self and others.</li></ul>
--	---