

Assistant Headteacher – Person Specification

Requirement:

E – Essential

D – Desirable

Assessed at:

A – Application

R – Reference

I – Interview Process

Specification:		E	D	A	R	I
Qualifications:	• Degree or equivalent academic qualification.	X		X	X	
	• Qualified Teacher status.	X		X	X	
	• Further relevant professional or academic qualifications.		X	X	X	
Experience:	• Significant and effective curriculum or pastoral leadership experience as a Middle or Senior Leader.	X		X	X	X
	• Substantial teaching experience at KS3 and KS4.	X		X	X	X
	• Successful leadership and management of change.	X		X	X	X
	• Experience of leading a team to improve standards.	X		X	X	X
	• Experience of effectively deploying staff and resources.	X		X	X	X
	• Successful leadership of whole school initiatives.	X		X	X	X
	• Effective implementation of strategies to raise attainment.	X		X	X	X
	• Proven record of tracking and monitoring pupil progress at departmental or whole school level.	X		X	X	X
	• Experience of resolving disputes involving staff.	X		X	X	X
	• Experience of the School Improvement and Self-Evaluation processes.	X		X	X	X
	• Experience of Ofsted Inspection.		X	X	X	
Knowledge and Understanding:	• Knowledge of National Curriculum and statutory school requirements.	X		X	X	X
	• Knowledge of current education legislation and Ofsted Framework.	X		X	X	X
	• Knowledge of effective pedagogical approaches to improving teaching.	X		X	X	X

	<ul style="list-style-type: none"> • Knowledge of effective behaviour management strategies. 	X		x	X	X
	<ul style="list-style-type: none"> • Able to understand data and translate into school improvement priorities and strategies. 	X		X	X	X
	<ul style="list-style-type: none"> • Understanding of the monitoring, evaluation and review processes. 	X		X	X	X
Leadership:	<ul style="list-style-type: none"> • Clear strategic vision for raising standards. 	X		X	X	X
	<ul style="list-style-type: none"> • Able to build strong relationships across the school community. 	X		X	X	X
Personal skills and attributes:	<ul style="list-style-type: none"> • Demonstrate honesty and integrity at all times. 	X		X	X	X
	<ul style="list-style-type: none"> • Able to think strategically and implement creative solutions. 	X		X	X	X
	<ul style="list-style-type: none"> • Able to inspire, empower and challenge staff, peers and teams to improve. 	X		X	X	X
	<ul style="list-style-type: none"> • Demonstrate resilience, optimism and empathy. 	X		X	X	X
	<ul style="list-style-type: none"> • Able to communicate effectively with a wide audience using a range of methods and media. 	X		X	X	X
	<ul style="list-style-type: none"> • Self-aware, able to reflect upon feedback and always looking to improve. 	X		X	X	X