



## Assistant Headteacher – KS1 or KS2

### Person Specification

Category	Essential	Desirable
<b>1. Faith Commitment</b>	<p>Secure understanding of the distinctive nature of the Catholic school and Catholic education</p> <p>Understanding of leadership role in spiritual development of pupils and staff</p> <p>Understanding of the school's role in the parish and wider community and in promoting community cohesion</p>	<p>Practising Catholic</p> <p>Evidence of participation in faith life of the community</p> <p>Experience in leading acts of worship in Catholic schools</p>
<b>2. Qualifications</b>	<p>Qualified teacher status</p>	<p>Postgraduate level qualification</p> <p>Relevant Leadership Qualification</p> <p>CCRS or equivalent or willingness to obtain</p>
<b>3. Experience</b>	<p>Successful experience of leading a core subject area</p> <p>Teaching experience across more than one year group/phase</p>	<p>Curriculum leadership of a core subject whilst also leading at least another subject</p> <p>Experience of holding previous leadership positions</p>
<b>4. Professional Development</b>	<p>Evidence of continuing professional development relating to school leadership and management, and curriculum/ teaching and learning</p>	<p>Evidence of continuing professional development relating to Catholic ethos, mission and religious education</p> <p>Experience of working with other schools/organisations /agencies</p> <p>Experience of leading/co-ordinating professional development opportunities</p>
<b>5. Strategic Leadership</b>	<p>Ability to articulate and share a vision of primary education within the context of the mission of a Catholic school</p> <p>Ability to inspire and motivate staff, pupils, parents and 'governors' to achieve the aims of Catholic education</p> <p>Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement</p> <p>Proven ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these</p>	<p>Knowledge of the role of the 'governing body' in a Catholic voluntary aided school or Academy</p> <p>Evidence of having successfully translated vision into reality at whole-school level</p>

	<p>Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all pupils</p> <p>Understanding of and commitment to promoting and safeguarding the welfare of pupils'</p>	
<b>6. Teaching and Learning</b>	<p>A secure understanding of the requirements of the National Curriculum and Early Years development</p> <p>Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all pupils</p> <p>A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning</p> <p>Experience of effective monitoring and evaluation of teaching and learning</p> <p>Secure knowledge of statutory requirements relating to the curriculum and assessment</p>	<p>A secure understanding of the requirements of the Curriculum Directory for Religious Education</p> <p>Understanding of successful teaching and learning in religious education across the key stages</p>
<b>7. Leading and Managing Staff</b>	<p>Experience of working in and leading staff teams</p> <p>Ability to delegate work and support colleagues in undertaking responsibilities</p>	<p>Experience of working with 'governors' to enable them to fulfil whole-school responsibilities</p> <p>Understanding of effective budget planning and resource deployment</p>
<b>8. Accountability</b>	<p>Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, pupils, parents, 'governors', parishioners and clergy</p> <p>Ability to provide clear information and advice to staff and 'governors'</p> <p>Experience of effective contribution to whole-school self-evaluation and improvement strategies</p>	<p>Experience of presenting reports to 'governors'</p> <p>Understanding the criteria for the evaluation of a Catholic school</p> <p>Secure understanding of strategies for <b>performance management</b></p>
<b>9. Skills, Qualities &amp; Abilities</b>	<p>High quality teaching skills</p> <p>Strong commitment to the mission of a Catholic school</p> <p>Commitment to their own spiritual formation and that of pupils</p>	

	<p>High expectations of pupils' learning and attainment</p> <p>Strong commitment to school improvement and raising achievement for all</p> <p>Ability to build and maintain good relationships</p> <p>Ability to remain positive and enthusiastic when working under pressure</p>	
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