

DEPUTY HEAD TEACHER PERSON SPECIFICATION

Introduction

In order to meet the high standards expected of a leading professional in our school, the governing body is seeking to employ a person with the following qualities, experience, skills and abilities.

Qualifications

- Qualified Teacher status

Experience

- Evidence of leadership and management in a specific phase or subject area or of a whole school aspect
(Evidence of experience of working in more than one school or learning environment would be welcomed)

Professional Development

- A record of continuous professional development that includes training in leadership and management.
- Experience of supporting training and helping to co-ordinate the professional development of colleagues.

Leadership and management

- To have a vision of the overall aims and direction of a successful school and be able to communicate these in order to inspire and motivate others.
- To provide evidence of good management, which incorporates detailed planning, successful implementation and effective monitoring and evaluation of strategies.
- To have a good knowledge and understanding of what constitutes an effective school and have the necessary skills of leadership and management to help create such a school.
- Have the ability to access and analyse relevant data and to use this information to set priorities and determine school action.
- Some knowledge of the statutory requirements and other relevant legislation relating to school leadership and management.
- To know how and when to consult with and engage the support of 'external agencies' such as the services provided by the Local Authority.
- An ability to assist in the management of a school budget effectively matching resources to school needs and priorities

Learning and Teaching

- Have a good understanding of what contributes successful learning and the ability to promote the most effective teaching strategies to bring this about.
- To have a good understanding of how assessment strategies are used to inform learning in order to help pupils make progress

- The ability to help create and maintain a school site that ensures the health and safety of staff and pupils and which presents a stimulating and attractive learning environment for pupils.
- A clear understanding of what constitutes a broad and balanced curriculum that meets statutory requirements and which is sufficiently well differentiated and resourced to meet the needs of all pupils.

Additional skills and abilities

- Suitable for work with children and young people
- The ability to relate positively to the headteacher, pupils, colleagues, parents, governors and others who contribute to the work of the school.
- The communication skills needed to provide clear and accurate information and well – informed advice
- The ability to organise and manage work effectively i.e. being able to prioritise and organise tasks, make decisions, support and delegate when appropriate.
- To have high expectations of pupils' learning, attainment and behaviour and of one's own professional abilities and those of colleagues.

If you feel you can meet these demanding requirements then we look forward to hearing from you and welcome your application for this post.

Written Application

- Evidence of clear thinking about the role of deputy headteacher, educational philosophy and presentation of experience to meet the requirements of the post

References

- Excellent and unequivocal

Health and Attendance

- Good health record and consistent attendance