

Assistant Head Teacher- Job Specification



OST: Assistant Head Teacher
GRADE: Leadership
SALARY: Group 4 ISR L6 – L10
DIRECTORATE: People Directorate
SECTION: Primary Schools
LOCATION: Hollyfast Primary School
DURATION: Permanent - Full time

Job description linked to the National Standards for Head Teachers

Assistant Head Teacher Specification



INTRODUCTION In order to meet the high standards expected of a leading professional in our school, the Governing Body are seeking to employ a person with the following qualities and experience, skills and abilities.

Written application question included within application form.

References

Excellent and unequivocal including enhanced DBS

Health and Attendance

Good health and consistent attendance.

ESSENTIAL

DESIRABLE

Qualifications

1. Qualified teacher status

A. Evidence of post graduate qualification

Experience

2. Evidence of leadership and management in a specific phase or subject area.

B. Evidence of contribution to statutory assessment e.g. Foundation Stage Profile, KS1 or KS2 SATs.
 C. Evidence of experience of working in more than one school or learning environment.
 D. Teaching experience in more than one phase stage

Professional Development

3. Evidence of continuous professional development
 4. Experience of supporting the training of colleagues, within the classroom or whole school

E. Training in leadership and management.
 F. Engagement in networks.
 G. Induction of NQT's.
 H. Students mentor
 I. Moderation of KS1 SATs and or external moderation.

Leadership and Management

5. To have a vision of the overall aims and direction of a successful subject and be able to communicate these in order to inspire and motivate others.

 6. To provide evidence of good management, this incorporates detailed planning, successful implementation and effective monitoring and evaluation strategies.

J. Evidence of core subject leadership

 K. Have an ability to assist in the management of a school budget effectively matching resources to school needs and priorities.
 L. To demonstrate an understanding of managing a subject and/or phase budget

Learning and Teaching

7. Have a good understanding of what contributes successful learning and the ability to

M. To demonstrate a passion and commitment to children's learning and how you think they

	<p>promote the most effective teaching strategies to bring this about.</p> <p>8. To have a good understanding of how assessment strategies are used to inform learning in order to help pupils make progress.</p> <p>9. 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.</p> <p>10. 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.</p>	<p>learn best.</p> <p>N. Experience of KS1 and/or KS2 SATs</p> <p>O. Demonstrate experience of more than one subject leadership responsibility.</p> <p>P. Some knowledge of the curriculum review.</p>
Additional skills and abilities	<p>11. Be able to relate to the Governors Leadership Team , (colleagues, pupils, parents and others who contribute to the work of the school.</p> <p>12. Have the communication skills needed to provide clear and accurate information and well informed advice</p> <p>13. The ability to organise and manage work effectively i.e. being able to prioritise and organise tasks, make decisions, support and delegate when appropriate</p> <p>14. To have high expectations of pupils' learning, attainment and behaviour and one's own professional abilities and those of colleagues</p>	

We look forward to hearing from you and welcome your application for this post.