

PERSON SPECIFICATION – Assistant Headteacher			Where identified:		
	Essential	Desirable	Application Form/letter	Reference	Interview
Qualifications:					
Qualified teacher status	X		X		
Degree	X		X		
Senior/middle leadership or management training undertaken	X		X		
Further academic qualifications		X	X		
Experience of:					
School Improvement Planning	X			X	
Leading learning to enable all students to enjoy and succeed	X		X	X	X
Managing teams and leading change	X		X	X	
Working in more than one school		X	X		
Leading colleagues	X		X	X	
Professional knowledge, skills and attributes:					
Evidence of outstanding teaching & results	X				X
Knowledge and understanding of how high quality learning impacts on outcomes	X				X
An understanding of how to use data effectively to track and monitor progress and show impact of intervention	X				X
Ability to communicate effectively in a range of situations, including as an in house CPD provider	X		X		X
Thorough understanding of current educational issues	X		X		X
High level personal ICT skills and the ability to use these in a range of situations	X		X		X
Personal Attributes:					
"Presence" with students, staff and parents	X			X	X
The ability to work under pressure and to deadlines	X			X	X
Excellent punctuality and attendance	X			X	
An understanding and commitment to the protection and safeguarding of children	X			X	X
Excellent organisational skills	X			X	
Ability to establish and maintain good relationships with others to win hearts and minds	X			X	X
Solution orientated, resilient and a sense of purpose	X			X	X
Energy, imagination, loyalty and personal commitment	X			X	

Sense of humour and the ability to maintain a sense of perspective	X			X	X
Flexibility and to be able to innovate, develop & carry forward plans into practice	X			X	X