## **Person Specification**

## **Assistant Director – Sixth Form**

**PERSON SPECIFICATION**

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|  | Essential |  | Desirable |
| Qualifications and  Professional  Development | * Qualified Teacher Status * Evidence of Continuing Professional Development relating to school leadership/curriculum development | • | NPQ or further professional qualification |
| Experience | * Successful leadership experience * Successful teaching experience within the Secondary age range | • | Advanced Skills/Leading Practitioner status  • The ability to teach Chemistry |
| Strategic Leadership | * Ability to provide clear educational vision and direction * Ability to inspire and motivate all stakeholders * Evidence of developing effective strategies for school improvement * High level of involvement with school improvement planning * High level involvement in monitoring and evaluation procedures leading to clear impact * Ability to work in partnership with senior leaders and other stakeholders * Ability to set challenging targets for pupils and staff * Ability to analyse and use pupil data on attainment and progress to raise standards * Secure knowledge of the Ofsted Framework * Understand the principles of effective teaching and learning | •  •  • | Strategic Leadership experience across KS3, 4 and 5  Use of assessment data management systems to improve standards  Successful experience of integrating British Values into school life |
| Leading Teaching and  Learning | * Successful experience of monitoring, evaluating and improving the quality of teaching and learning * Understanding the role and impact of assessment in pupil learning |  | The use of research-based evidence to inform action planning and instigate effective change. |
|  | * Secure knowledge of statutory requirements relating to curriculum and assessment * Experience of leading curriculum innovation * Successful experience of developing effective learning behaviours |  | |
| Leading and  Managing Staff | * Ability to lead, manage and motivate across the school community * Ability to establish positive working relationships * Ability to plan, allocate, delegate, support and evaluate work undertaken by individuals and teams * Successful experience of identifying the need for, and leading, professional development training * Significant experience of taking a lead role in performance management of staff including leading lesson observations * Experience of dealing with staff when performance gives cause for concern | • Experience of working with governors | |
| Managing Resources | * Successful experience of managing budgets * Ability to manage, monitor and review available resources, ensuring value for money | * Budgetary management at whole school level * Experience of recruiting and deploying staff | |
| Personal Skills and Qualities | * Strong commitment to raising standards * High expectations of self and others * Ability to establish and maintain positive relationships, including with parents * Ability to remain positive and enthusiastic, including when under pressure * Good communication skills * Empathy with children | • Effective computing skills for both teaching and management | |