

Person Specification – Head of Department

Qualifications	
Qualified Teacher Status	Essential
A good honours degree	Essential
Further professional qualifications	Desirable
Evidence of recent professional development	Essential
Experience	
At least 3 years relevant, recent experience of teaching in an 11-18 school, including post 16 teaching	Essential
Relevant, recent experience as a position of responsibility in a good or outstanding school	Desirable
Experience of working in more than one secondary school	Desirable
Experience of successful strategic rather than reactive working	Essential
Proven record as a good/outstanding teacher	Essential
Proven record of leading effective professional development	Essential
Experience of leading successful improvements and managing change at a department or group level	Desirable
Experience and understanding of the current OFSTED framework	Desirable
Experience of taking part in or leading department evaluation	Essential
Skills, Knowledge and Understanding	
A sound understanding of quality first teaching, responsive teaching, planning and assessment for learning and a relentless focus on improving this	Essential
An unwavering belief that disadvantage need not be a barrier to achievement	Essential
A sound understanding of the processes of school improvement and a track record in this area	Essential
Successful track record in being robust and rigorous in using data to raise achievement	Essential
Proven record as a leader and/or teacher whose pupils reach high standards	Essential
An understanding of the principles involved in being a successful leader as well as team member	Essential
Personal Qualities	
A 'visible' leader, with a whole school presence, who has the ability to relate well to people at all levels	Essential
Ability to inspire, challenge, influence and motivate others	Essential
An absolute commitment to the belief that every child deserves the very best education	Essential
Highly inclusive	
A passion for the values of community education	Essential
An ability to maintain professional integrity even when under pressure	Essential
Flexibility and resilience	Essential
An ability and desire to work in a high challenge and low threat way to ensure improvement in all areas	Essential
High organisational skills including the ability to prioritise and manage time effectively	Essential
Capacity and enthusiasm for hard work and challenge	Essential
Ability to work as part of a team whilst also being self-motivated	Essential
Emotional intelligence and ability to use appropriate leadership style	Essential
Capacity to reflect on practice in order to grow and develop as a leader	Essential
An understanding of the strategies for ensuring inclusion, diversity and access	Essential
Reliability, honesty and trustworthiness, demonstrating the highest professional standards	Essential
Ability and confidence to communicate effectively both verbally and in writing	Essential