



## Person Specification

**POST: DEPUTY HEADTEACHER at Nicholas Breakspear Catholic School**

**In due course we would expect all the qualities and attributes listed below to be acquired by the successful candidate. Those marked 'Essential' must be demonstrable at the point of interview.**

<b>Qualities and Attributes</b>	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>		
Good quality Honours degree	✓	
PGCE, or equivalent, in Secondary Education	✓	
Qualified Teacher Status	✓	
NPQH or readiness to start NPQH or equivalent qualification		✓
<b>Experience</b>		
Proven record of success in teaching across the age and ability range at secondary level	✓	
Demonstrable commitment to the School's Catholic life	✓	
Significant experience of successful senior management		✓
Significant experience of successful middle management	✓	
Proven record of success in leading teaching and learning		✓
Proven record of successful organisation and administration	✓	
Experience of showing resilience and determination to overcome problems	✓	
Experience of managing change effectively	✓	
Experience of dealing effectively with indiscipline	✓	
Leading on behaviour for learning/behaviour whole school	✓	
Significant experience of leading on Child Protection & Safeguarding within a school		✓
Significant experience of working with multi-agencies with regard to Child Protection and Safeguarding		✓
Significant experience of working with multi-agencies with regard to special educational needs		✓
Significant experience of working with multi-agencies with regard to careers and PSHE		✓
Clear commitment to extra-curricular activity and its importance		✓
Significant experience of networking – working with other schools and experts to develop good practice		✓
Experience of contributing to a culture of high expectations amongst students and staff within their pastoral area	✓	
<b>Knowledge / Skills</b>		
Knowledge of current educational management, personnel and curricular issues		✓
The vision to further develop the work of the School in raising academic standards	✓	
Knowledge of curriculum developments and related matters		✓
The ability to action plan, monitor implementation and evaluate effectiveness	✓	
The ability to lead and motivate a substantial team which is accountable to the Headteacher of the School and the Governing Body	✓	
The ability to share the management of the school, maintain high standards of discipline and support others in creating a positive learning environment	✓	
Ability to work effectively with colleagues, students and parents	✓	
An excellent classroom practitioner who can act as a role model for others	✓	
Good presentational skills and the ability to communicate effectively to a range of audiences both verbally and in writing	✓	
Good ICT skills	✓	
Ability to analyse and interpret data		✓

Effective financial management		✓
Ensure that whole school policies are implemented consistently	✓	
<b>Specific Knowledge / Skills</b>		
The most up to date guidance and support regarding behaviour strategies.	✓	
Up to date knowledge of leading on Child Protection and Safeguarding	✓	
Skills and knowledge to deal with student safety and behaviour	✓	
Ability to work effectively with external agencies, especially with regard to safeguarding and child protection	✓	
Up to date knowledge on Special educational needs		✓
Up to date knowledge on careers and PSHCE education		✓
<b>Personal</b>		
Understanding and support of Catholic Education	✓	
Ability to work hard under pressure	✓	
Ability to prioritise and meet deadlines	✓	
Commitment to continued personal development	✓	
<b>General</b>		
Good attendance and punctuality record	✓	
Professional dress	✓	
The willingness to work flexible and, at times, long hours, which may include school holiday periods	✓	