



Person Specification – Assistant Headteacher: Pastoral Care, Behaviour and Attitudes

We are seeking a passionate leader who is committed to supporting all students to learn and succeed. You should have a positive, professional, 'can do' approach to your work and be willing to go the extra mile to ensure that all pupils are given the chance to realise their full potential.

We are proud to be a Catholic College with a distinctive Jesuit ethos and seek to recruit the best teachers we can. As such, our staff is made up of Catholic and non-Catholic teachers who work together to uphold our Catholic values.

Experience and qualifications	Essential	Desirable
QTS	✓	
Good honours degree	✓	
Evidence of leading pastoral care and behavior management e.g. in own year group or as part of the team	✓	
Evidence of training others	✓	
Evidence of personal professional development and training related to current developments in pastoral care and behaviour management	✓	
Further Professional Qualifications		✓

Knowledge / Skills	Essential	Desirable
Evidence of being an outstanding classroom practitioner	✓	
Evidence of keeping abreast of developments in pastoral care and behaviour management including on Twitter, TES, and other social media platforms	✓	
Ability to implement strategies to raise achievement within a team	✓	
Ability to coach within a team	✓	
Evidence of keeping abreast of government and Ofsted policy changes	✓	
Ability to inspire both adults and young people	✓	
Ability to teach across the full age/ability range	✓	
Evidence of use and impact of data on learning and behaviour at a strategic level	✓	
Understanding of issues relating to attendance and effective strategies for improving punctuality and attendance	✓	
Understanding of the importance of safeguarding and child protection, and the contextual safeguarding issues specific to our school	✓	
Excellent communicator	✓	
Confident user of ICT and ability to lead others in this area	✓	
Excellent skills in the use of spreadsheets and databases	✓	

Confident use of BROMCOM or other MIS	✓	
Understanding of the emotional needs and well-being of students and that all behaviours are a form of communication	✓	

Personal Qualities	Essential	Desirable
Min 2 years successful experience of working at Middle Leadership	✓	
Proven experience of leading an aspect of pastoral care and behaviour management	✓	
Experience of putting pastoral interventions in place and measuring impact	✓	
Experience working with external agencies, e.g. police, BSS, EWO, FAP, etc.		✓
Proven experience in intervening to improve attendance	✓	
Effective team leadership which includes the empowerment of others	✓	
Experience of self-evaluation and action planning	✓	
Experience of undertaking performance management with a team of staff	✓	
Experience of monitoring set targets in a specified action plan to evaluate and ensure progress	✓	
Managing the professional development of a team of colleagues	✓	
Management of a team to ensure excellent student provision	✓	
Experience of effective leadership of student behaviour for learning	✓	
Successful leadership of raising standards of student achievement	✓	
Evidence of demonstrating innovation and creativity in own practice	✓	

Personal Qualities	Essential	Desirable
Willingness and ability to uphold, support and enrich our Catholic, Jesuit values and ethos	✓	
Calm demeanour with ability to deescalate	✓	
Professional role model for both students and staff	✓	
Up to date with social media and active in building professional relationships and networking	✓	
Highly organised	✓	
Analytical and strategic approach	✓	
Perseverance and resilience	✓	
Excellent timekeeping	✓	
Meet deadlines and manage a fluctuating workload	✓	
Honesty and integrity	✓	
Work actively and productively as part of a team	✓	
Outstanding interpersonal skills and the ability to relate well to a wide range of people	✓	
Willingness to innovate	✓	
Ability to support and challenge others	✓	
Belief and commitment to comprehensive education, inclusion and community cohesion	✓	

Willingness to engage with students outside of hours	✓	
A determination for self and others to be the best you can be	✓	

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people with an understanding of the teacher as a role model for young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Emotional resilience in working with challenging behaviours
- Attitudes to the use of authority and maintaining discipline