

Person Specification
PROGRESS LEADER (HEAD OF YEAR)

	Essential	Desirable
Education and Qualifications	<ul style="list-style-type: none"> • Educated to degree or equivalent level plus QTS • Demonstratable commitment to own professional development • Good ICT skills 	<ul style="list-style-type: none"> • Completion of middle leaders training or other leadership qualification • Evidence of continuing and recent professional development relevant to middle leadership
Teaching	<ul style="list-style-type: none"> • Evidence of successful teaching within a secondary school • Good knowledge and understanding of the range of complex needs experienced by young people • Evidence of using data and strategic information to raise student attainment • Knowledge and understanding of safeguarding issues 	<ul style="list-style-type: none"> • Experience of working with external agencies to improve student wellbeing and outcomes
Leadership and Management	<ul style="list-style-type: none"> • Ability to set clear expectation, demand high standard and to hold others to account • Positive attitude towards change; self-reflective • The ability to plan and prioritise, to complete tasks efficiently on time and to work with detail • Ability to motivate and enthuse students and colleagues • Excellent interpersonal communication skills • Ability to communicate effectively to a variety of audiences, both orally and in writing. • Experience of negotiating and influencing others • Experience of building and maintain effective relationships • Resilience 	<ul style="list-style-type: none"> • Experience of leading, managing and developing a team • Experience of writing reports • Experience of analysing data • Experience of delivering presentations and training colleagues
Relevant Experience	<ul style="list-style-type: none"> • Recent experience in a comprehensive school 	<ul style="list-style-type: none"> • Recent experience of middle leadership • Successful experience of leading a new initiative

<p>Additional Requirements</p>	<ul style="list-style-type: none"> • Commitment to meeting the needs of all students • Sense of humour, presence, drive, passion and flexibility • Able to work independently and as part of a team • Approachable and sensitive to the needs of others. • Openness and willingness to address and discuss relevant issues 	<ul style="list-style-type: none"> • Willingness to take part in extra-curricular activities, including trips and visits, and to make a significant contribution to the wider life of the JMS community • Willingness to contribute to events and activities for members of the wider community
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