

Person Specification

Assistant Headteacher

Qualifications & Experience	Essential	Desirable
A graduate with Qualified Teacher Status	✓	
Recent successful comprehensive school experience of leadership at senior leader level or post of equivalent responsibility within the education sector.	✓	
Line management of a subject or team.	✓	
Excellent classroom practitioner.	✓	
Experience in leading change and innovation in an educational context.	✓	
Professional Knowledge and understanding	Essential	Desirable
Substantial and sustained professional development in support of leadership over the last 3-5 years.	✓	
Evidence of keeping up to date with educational thinking and knowledge.	✓	
Knowledge and understanding of current legislation affecting schools	✓	
Knowledge and understanding of the principles and practice of school self-evaluation.	✓	
Abilities and Skills	Essential	Desirable
Ability to inspire and motivate students and staff.	✓	
Ability to create a culture and ethos of challenge and support where all students can achieve success and become engaged in their own learning.	✓	
Ability to engage stakeholders in rigorous self-evaluation for school improvement.	✓	
Ability to show an understanding of how the school and its partners can contribute to community cohesion.	✓	
Ability to analyse and use data to inform improvement strategies to ensure improved outcomes for students.	✓	
Ability to use and support others to use, data analysis software and present information to a range of stakeholders.	✓	
An understanding of the potential use of new and emerging technologies to enhance learning and as a management tool.	✓	
Personal	Essential	Desirable

• Self-awareness, perceptiveness and being empathetic to the needs of all stakeholders.	✓	
• The ability to act with integrity.	✓	
• Flexibility in adapting to changing situations.	✓	
• Demonstrates a positive outlook in the face of challenges.	✓	
• A commitment to continued learning of all members of the community.	✓	
• The ability to prioritise, plan and organise self and others.	✓	
• The ability to think creatively to anticipate and solve problems.	✓	
Communication Skills	Essential	Desirable
• Excellent written and oral communication skills for a variety of audiences.	✓	
• Ability to foster an open, equitable culture and manage conflict.	✓	
• Good interpersonal skills	✓	
Other	Essential	Desirable
• Energy, stamina and resilience.	✓	
• Evidence of fully supportive references, one of which must be from current employer.	✓	