

**Assistant Principal Person Specification**

Assessment Key: A Application Form I Interview

Education and Qualification	Essential	Desirable	Assessment
Good Honours Degree	✓		A/I
Qualified Teacher Status	✓		A/I
Higher Degree or evidence of further study		✓	I
DSL trained		✓	A
Professional Experience	Essential	Desirable	Assessment
Track record of raising standards in or across departments / year groups / school	✓		A/I
Substantial experience (3 years+) of working in at least 1 school as a middle leader	✓		A
Experience of using a range of tools and evidence, including data, to evaluate the effectiveness of learning and teaching or pastoral provision, challenge underperformance, and target issues	✓		A/I
Evidence of successfully leading and motivating teams	✓		A/I
Experience of providing professional challenge and support to others through appraisal and the wider process of performance management	✓		I
Experience of representing the school in a wide variety of contexts and with a broad range of stakeholders		✓	I
Experience of managing parent and student relationships in a school in challenging circumstances		✓	I
Abilities and Knowledge	Essential	Desirable	Assessment
Skills and ability to provide coaching and leadership which develops others and leads to improved outcomes for those leaders' teams	✓		I
Ability to develop, lead and analyse whole school initiatives from concept through to completion, with successful outcomes	✓		A/I
Ability to communicate and gain support for a vision of excellence in curriculum delivery	✓		A/I
Ability to select and analyse a wide range of assessment and performance data in order to track and challenge performance in either a curriculum or pastoral area of the school	✓		A/I
A strong and visible presence impacting on the behaviour and attitudes of staff and pupils	✓		A/I
Proven ability to establish productive professional relationships with all stakeholders	✓		I
Evidence of successful project management leading to change		✓	I
Personal Qualities	Essential	Desirable	Assessment
High expectations of pupils and colleagues	✓		A/I
Highly motivated and able to motivate and inspire pupils	✓		I
Resilience to manage one's own work pressure and the capacity to manage effectively the work of others	✓		I
Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit	✓		I

Open-mindedness	✓		I
A forward-thinking approach	✓		I
Excellent interpersonal skills	✓		I
High levels of self and organisational awareness	✓		I
Potential for further promotion		✓	A/I
Willingness to take on other roles and responsibilities within the team		✓	A/I

Criteria Key

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E Essential

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D Desirable

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