

## Person Specification – Head of Department

	Essential	Desirable
<b>Qualifications</b>	<p>Qualified teacher status</p> <p>Good Degree (or equivalent) in a relevant subject</p> <p>Evidence of committing to Continuing Personal Development</p>	<p>Additional educational qualification(s), such as an M.Ed</p> <p>Middle Leadership qualification, such as NCSL MLDP</p> <p>Evidence of continuous INSET and commitment to further personal development</p>
<b>Relevant experience</b>	<p>Successful experience as a <b>leader of a curriculum or pastoral area</b>, with an understanding of the moral importance and accountability in the role</p> <p>Experience in <b>embedding curriculum developments</b> that have resulted in raised attainments and excellent student progress</p> <p>Successful and relevant secondary teaching experience, across all key stages, demonstrably improving student performance</p> <p>Experience of <b>monitoring</b> and giving accurate feedback to colleagues, including observation of teaching, resulting in improved outcomes.</p>	<p>Experience of leading and managing other team members/members of staff to improve their practiced and/or performance or when managing conflict</p>
<b>Knowledge and understanding</b>	<p>Excellent subject knowledge and skills as a classroom practitioner</p> <p>Knowledge of current curriculum and pedagogical developments in both your teaching subject and across the wider curriculum</p> <p>Understanding of relevant <b>equal opportunities, health and safety and safeguarding</b> guidance and</p>	

	<p>legislation, and with commitment to keeping up to date with legislative changes affecting schools</p> <p>Knowledge of the regulations around safeguarding and how to address any issues that might arise</p> <p>Be able to demonstrate emotional resilience when facing difficult or challenging situations when working with children and colleagues</p> <p>Commitment to the School's ethos and aims</p>	
<p><b>Skills and aptitudes</b></p>	<p>Desire to continuously promote, raise and assess the highest teaching standards across your teaching subject</p> <p>Creative, flexible and open to new ideas to promote teaching and learning to the highest standards</p> <p>Excellent <b>organisational and time management skills</b></p> <p>Excellent oral and written communication skills</p> <p>Ability to plan, assess and evaluate strategic plans and undertake data analysis</p> <p>Proven ability to <b>motivate, inspire and manage</b> staff and students</p> <p>Ability to establish, lead and develop <b>positive working relationships</b> with students, parents, staff, Governors and local community, setting appropriate personal but professional boundaries</p> <p>Ability to create and develop an ambitious vision for the highest achievement of students and colleagues</p>	<p>Ability to report to and work with other stakeholders such as Governors, the LA and other external advisors or agencies</p> <p>Ability to successfully implement change, involving and consulting students, parents, staff, Governors and others</p>
<p><b>Special Requirements</b></p>	<p>Enhanced DBS clearance</p> <p>Compliance with all School and Trust policies, with a willingness to engage in extra-curricular activities and take responsibility for professional development</p>	