

PERSON SPECIFICATION



Post: Head of English

Qualities and Attributes	Essential	Desirable	Evidenced By
Teaching			
Qualified Teacher Status	✓		Application
Honours Degree or equivalent	✓		Application
Knowledge/Understanding			
Thorough working knowledge and understanding of the National Curriculum Programme of Study	✓		Application/Interview
Detailed working knowledge and understanding of the course requirements at GCSE and A level	✓		Application/Interview
An outstanding understanding of assessment for learning and the use of pupil tracking systems in raising standards	✓		Application/Interview
ICT proficient	✓		Application/Interview
Previous experience of teaching at KS3, 4 and 5 inclusive of examination groups	✓		Application
Leadership/Management			
Extensive skills in tracking data and progress to ensure that pupils/cohorts achieve their targets		✓	
Experience of a department leadership role	✓		Application/Interview
Experience in leading and empowering staff effectively	✓		Application/Interview
Evidence of pupil progress for exam/accredited course cohorts	✓		Application/Interview
Excellent classroom management	✓		Application/Interview
Excellent CPD delivery skills to develop and inspire staff		✓	Application/Interview
General / Personal Qualities and Characteristics			
An effective team player but can think and work independently	✓		Application/interview
Ability to enthuse pupils and staff	✓		Application/Interview
Strong interpersonal skills and sense of humour	✓		Interview
A willingness, where necessary, to support/coach colleagues	✓		Application/Interview
Ability to work under pressure and meet deadlines	✓		Application/Interview
Support the Catholic Ethos of the school and contribute to the development of Spiritual Life	✓		Application/Interview
A commitment to ongoing learning (Continual Professional Development) through engagement in relevant professional developments.	✓		Application/Interview
A commitment to extra-curricular provision	✓		Interview
A commitment to safeguarding and promoting the welfare of children and young people.	✓		Application/Interview/Reference