

Person specification: Head of Year

Qualifications and training <i>Evidenced through: Application</i>	Essential	Desirable
A good degree	✓	
Qualified teacher status	✓	
Ability to teach across the full 11-18 age range	✓	
Further professional qualifications related to their subject specialism		✓
Appropriate in-service training/CPD		✓

Experience/employment record <i>Evidenced through: Application/Interview/References</i>	Essential	Desirable
A track record of success in learning and teaching from KS3-KS5	✓	
A knowledge of the curriculum developments and opportunities, and the development and production of SOW	✓	
Experience of teaching and raising standards and student outcomes	✓	
Experience of the use of ICT and new technologies within lessons to enhance the experience of learners	✓	
Involvement in curriculum initiatives and extra-curricular developments		✓
Knowledge and use of pastoral systems to monitor behaviour, sanctions, and attendance		✓
Knowledge and experience of working closely with the safeguarding team and other agencies to ensure the effective safeguarding of students.		✓
Experience of leading a team of staff		✓
Experience working with students in a pastoral capacity e.g. a tutor	✓	
Experience of working with families and other external agencies		✓

Personal qualities <i>Evidenced through: Application/Interview/References</i>	Essential	Desirable
The ability to converse at ease with members of the public and provide advice and information in accurate spoken English.	✓	
An ability to articulate characteristics of effective teaching and learning with evidence of good practice	✓	
Good classroom management technique	✓	
Knowledge and understanding of effective assessment and its contribution to learning and progression	✓	
Understanding and experience of raising attainment strategies and improvement planning at a departmental level	✓	
The ability to use data to evaluate student performance and take effective action based on this data	✓	
Excellent communication and organisational skills	✓	
Excellent ICT skills and an awareness of its potential within the academy and lessons. Ability to use new technologies to enhance teaching and outcomes		✓
Knowledge and understanding of current teaching & learning issues relevant to the needs of students in a community school		✓
Able to express a vision for subject development to enhance opportunities for students outside of the classroom		✓

Leadership & Personal Qualities (Application/ Interview/ References)	Essential	Desirable
A person who is committed to an ethos of high standards, personal fulfilment, and academic success	✓	
Someone who has a capacity to inspire through a love of teaching	✓	
Someone who relates and communicates well to the whole community and all stakeholders	✓	
A person who has as energy, stamina, resilience, and determination	✓	
A person who has a genuine commitment to equal opportunities and inclusion	✓	
A person who is eager to acquire further skills and career enhancement		✓