

Person Specification

Job Title: **Assistant Head: Director of Sixth Form**
Grade / Salary: Leadership Scale (L20-24)

The following is a summary of the main attributes sought in candidates for this post. It is recognised that no candidate will match the list perfectly, but the successful candidate will be able to demonstrate a good spread of attributes at a satisfactory level, across the range as a whole.

EDUCATION

		Evident in Application	Evident at Interview
Essential			
1.	Qualified teacher status and proven record of effective teaching	✓	
2.	A good honours degree	✓	
Desirable			
3.	A proactive approach to own professional development with evidence of recent relevant personal professional development appropriate to this post	✓	

EXPERIENCE

Essential			
4.	A clear vision of education and its purpose in an inclusive environment with the energy and optimism to drive the vision through	✓	✓
5.	Have a strong commitment to outstanding progress and achievement for all	✓	✓
6.	Sound knowledge of current educational issues (11-19)	✓	✓
7.	Clarity of thought, ability to identify problems and produce solutions often under pressure	✓	✓
8.	To have experience of raising student achievement and whole school improvement	✓	✓
9.	To be able to handle data analysis, its interpretation and lead colleagues through planning, implementing and developing appropriate responses	✓	✓
10.	Commitment to continuous improvement and a track record of school innovation	✓	✓
11.	Good knowledge and understanding of effective learning and teaching strategies	✓	✓
12.	To evidence quality assurance of learning and teaching through monitoring performance and outcomes	✓	✓
13.	Ability to lead an area of curriculum or pastoral development	✓	✓
14.	Evidence of raising student achievement	✓	✓
15.	Excellent interpersonal and communication skills with an ability to present to a variety of audiences	✓	✓
16.	To support a collegiate leadership style and the vision of the Headteacher	✓	✓
17.	Ability to work in a team and lead teams	✓	✓
18.	To demonstrate enjoyment in working in new and challenging situations	✓	✓
19.	To demonstrate strategic thinking and cyclical planning	✓	✓

20.	To be a highly effective classroom practitioner	✓	✓
21.	Act as a positive role model for students and staff	✓	✓
22.	Optimism and resilience appropriate to the demands of this role	✓	✓
23.	High standards and expectations of self and others	✓	✓
24	Demonstrate emotional intelligence when dealing with staff and students	✓	✓

January 2026

Signed:

Dated: