

Job Title: Assistant Headteacher

Salary: Leadership L14-18

School: The Hemel Hempstead School

Aim and main purpose of the job

- In partnership with the Headteacher and Governors, to ensure that the aims of the school are met.
- To take a lead on raising standards of student attainment and achievement.
- In conjunction with the rest of the Leadership Team, to provide strategic direction and day to day management.

| | Essential | Desirable |
|---|-----------|-----------|
| Qualifications and Experience | | |
| Good Honours Degree | ✓ | |
| QTS | ✓ | |
| Evidence of further and relevant CPD which has had an impact on your work | ✓ | |
| Further relevant qualifications (Masters etc) | | ✓ |
| Middle Leadership experience in either or both pastoral and academic roles | | ✓ |
| Excellent classroom practitioner who can be a role model to others | ✓ | |
| Evidence of strategic planning leading to measurable improvement of standards in at least one area of the school | ✓ | |
| Experience of working with external agencies/collaborating with other schools | | ✓ |
| Skills and Knowledge | | |
| An understanding of the role of Assistant Headteacher | ✓ | |
| An ability to contribute to the development and communication of the vision, whilst leading, motivating and delivering change | ✓ | |
| Experience of holding people to account effectively | ✓ | |
| The ability to work well in a team both as leader and member | ✓ | |
| The ability to think originally and creatively in analysing and resolving issues | ✓ | |
| Excellent rapport with students, staff, parents, governors and members of the wider school community | ✓ | |
| The ability to manage, analyse and use data to bring about school improvement and raise achievement | ✓ | |

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| The ability to identify opportunities for improvement, whilst recognising existing good practice | ✓ | |
| The skills to model professionalism to all members of the school and the wider community | ✓ | |
| A knowledge of current educational legislation and its implementation | | ✓ |
| An understanding of the workings of academies and how these differ from maintained schools | | ✓ |
| Excellent ICT skills and vision for how digital technologies can enhance teaching and learning | | ✓ |
| Personal Qualities and skills | | |
| | | |
| An understanding that nothing is impossible if it leads to better outcomes for our students | ✓ | |
| Outstanding communication skills – using both written and oral presentations – for formal and information occasions or circumstances | ✓ | |
| Flexibility and a readiness to undertake a wide range of responsibilities over time | ✓ | |
| A team player willing to help with all the little things that fall to a senior team | ✓ | |
| Energy, enthusiasm and a positive attitude | ✓ | |
| Warmth and sensitivity | ✓ | |
| A willingness to work hard | ✓ | |
| Personal resilience | ✓ | |
| Willingness to participate in the extra-curricular life of the school | ✓ | |
| Excellent record of health and attendance | ✓ | |
| A sense of humour! | ✓ | |