

Person Specification

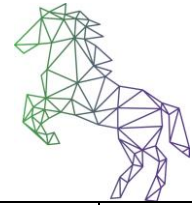
Key:

App – Application Form

Ref – Reference

SP – Selection process. This could include a range of exercises, including an interview.

Knowledge, Experience and Skills		
	Essential/ Desirable	How identified
Leadership		
Experience of leadership roles	D	App/SP
Ability to build effective relationships with staff, parents, governors and other agencies	E	App/SP
Ability to influence all stakeholders	E	App/SP
Prioritises learning in all strategic decision making	E	App/SP
Ability to make and implement difficult decisions	E	App/SP
Shaping the future		
Defines the school vision	D	App/SP
Implements a strategic plan across the whole school, identifying priorities and evaluating the impact	E	App/SP
Works with and motivates teams and individuals to implement changes across the school	E	App/SP
Leading learning and teaching		
Implementation of strategies which secure high standards of learning and teaching	E	App/SP
Understanding of evidence based practice and how to continually monitor developments and stay up to date	E	App/SP
In depth knowledge of how students learn/cognitive science	D	App/SP
Implementation of changes and improvements to the curriculum	E	App/SP
In depth knowledge of the use of data to monitor pupil progress	E	App/SP
Effective use of assessment tools to monitor learning and teaching	E	App/SP
Ability to identify effective interventions to ensure pupils maintain good progress	E	App/SP
Ability to identify excellent classroom practice to enable teachers to improve, through effective feedback	E	App/SP
Developing self and working with others		
Regularly reviews own practice and continually participates in quality CPD	E	App/SP
Uses CPD to motivate, enthuse and develop all staff	E	App/SP
Ensures effective performance management systems are in place	E	App/SP
Ability to plan and allocate work effectively	E	App/SP
Experience in managing under-performance of staff	D	App/SP
Managing the organisation		
Implements changes to staffing structures	D	App/SP
Recruits, retains and manages a range of school staff	E	App/SP
Develops appropriate school development plans	D	App/SP



Develops appropriate school policies and procedures	D	App/SP
Financial management of school budgets	D	App/SP
Manages the school's environment in line with health and safety regulations	D	App/SP
Securing accountability		
Holds people to account for what they have agreed to deliver	E	App/SP
Works effectively with the governing body to fulfil statutory duties	D	App/SP
Provides performance data to parents, governors and school improvement officers	D	App/SP
Strengthening the community		
Builds relationships with community groups, outside agencies and other schools which create innovative learning experiences for pupils	D	App/SP
Promotes the school	D	App/SP
Awareness of the Leeds City wide educational improvement agenda	D	App/SP
Works with parents and carers to improve pupil achievement	E	App/SP
Child protection		
Is fully aware and able to implement effective policies and procedures	E	App/SP
Ability to deal with sensitive issues in a supportive and effective manner	E	App/SP
Has experience of a multi agency team approach	D	App/SP
Qualifications and training		
Qualified Teacher Status or other educational qualification	D	App/SP
A degree or management qualification	E	App/SP
NPQH / NPQSL / NPQML	D	App/SP
NCSL/CWDC Safer recruitment certificate	D	App/SP
Personal qualities and attributes		
Moral purpose (Equality, children and adults treated with respect)	E	SP
Excellent communicator (Listening, putting a message across)	E	SP
Child centred	E	SP
Enjoys challenge	E	SP
Works to deadlines	E	SP
Enthusiastic and optimistic	E	SP
Excellent problem solving/analytical skills	E	SP
Self awareness, knowledge of strengths and limitations	E	SP
Resilient	E	SP
Integrity	E	SP
Self motivated and able to motivate others	E	SP