

Person Specification: Head Teacher Joydens Wood Junior School

The following outlines the criteria for the post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria and provide brief supporting evidence.

E = Essential, D = Desirable, A = Application Form and Supporting Statement, I = Interview

Head Teacher Person Specification	Essential / Desirable	Assessed From
Appointment Criteria		
Qualifications		
Qualified Teacher Status	E	A
Evidence of continuing professional development relating to school leadership and management, and curriculum, teaching and learning.	E	A
NPQH/NPQSL or equivalent qualification for school leaders	D	A
Experience & Knowledge		
Experience as an effective Headteacher, Deputy or Assistant Headteacher or Senior Leader.	E	AI
Evidence of strategic senior leadership skills and experience, preferably in whole school project/s which show a measurable benefit to your setting	E	AI
Evidence of successful collaborative working and the development of partnerships with key stakeholders (e.g. other primary schools, members of the community, colleague head teachers, the voluntary sector and social services)	E	AI
Evidence of accurately analysing data and drawing up improvement plans which are monitored, evaluated and result in measurable improvement	E	AI
Evidence of effectively promoting and implementing the processes necessary to safeguard and promote the welfare of children	E	AI
Evidence of effective working with vulnerable families and with multi-agency teams to develop integrated programmes of support for children with a range of barriers to their learning	E	AI
Evidence of successfully developing and maintaining a fair and open workplace culture and an ability to manage conflict positively	E	AI
Evidence of successful management of staff performance including supervision, target-setting & delivering outstanding outcomes, and capability and/or conduct management procedures	E	AI
Clear understanding of how to work positively and transparently with the Governing Body	E	AI
A demonstrable understanding of the legal issues relating to managing a school, including Child Protection Procedures, Equal Opportunities, Race relations, Disability, Human Rights and Employment Legislation.	E	AI

Skills and Abilities		
Ability to manage and monitor budgets and effectively deploy human resources to achieve outstanding outcomes	E	AI
Ability to develop leadership capacity and skills within teams and individuals	E	AI
Ability to work under pressure, determine priorities and meet deadlines	E	AI
Ability to communicate effectively to all stakeholders	E	AI
Ability to lead with optimism, continually building and developing positive relationships, inspiring and engaging all members of the school community	E	AI
Ability to support staff, model best practice and drive improvement where necessary	E	AI
Ability to promote the school within the local community with a commitment to developing and maintaining collaborative partnerships with the Governing Body, parents, other schools, pre-schools and external agencies	E	AI
An outstanding classroom practitioner	E	AI
Personal Qualities, Attributes and Values		
A strategic leader able to plan and articulate a clear direction for the school and to use colleagues' strengths to drive the school forward	E	AI
Emotional resilience, emotional intelligence, warmth, commitment and approachability	E	I
Motivated, well-organized, creative with a genuine commitment and sense of fun	E	I
Having a passionate desire for every child to achieve their very best in their academic, social, physical and spiritual development	E	I

