



## **Holy Trinity & St Johns Church of England Primary School**

### **Headteacher Person Specification**

#### **Personal Qualities**

A strong and resilient leader who is:

- Committed to promoting and developing the school's distinctive Christian standards and ethos within the school and community.
- Passionate about education.
- Empathetic and approachable, with the ability to build trust and relationships with all members of the school community.
- Flexible, positive, inclusive and open to the needs of children, their families and the community.
- Able to make difficult decisions and follow them through.
- Confident to lead through example and able to motivate and empower staff.
- Committed to providing excellence and enjoyment through the widest possible opportunities for all children.

#### **Leadership and Management**

An inspiring, innovative and strategic leader, with recent senior leadership experience in a primary school setting, who can:

- Create a vision for the future, building on the achievements of the school and working flexibly and effectively to harness and develop the talents and abilities of every child and all of the staff.
- Lead and manage staff, particularly in the area of performance management, training, development and development of distributive leadership.
- Be committed to safeguarding and promoting the wellbeing of children and staff.

And show:

- Commitment to exceeding current performance targets.
- Evidence and experience of successfully managing change.
- Evidence and experience of providing a challenging and creative curriculum and an engaging learning environment.
- Demonstrate they are a person of high expectations with innovative ways to overcome barriers to learning with a strong community focus.
- Show they are an able listener and communicator with an open mind who can articulate ideas and plans clearly.

#### **Teaching and Learning**

A classroom practitioner able to demonstrate:

- A proven track record in leading, challenging and supporting staff in raising standards.
- A passionate desire for every child to achieve their potential in their academic, social, physical and spiritual development.

With:

- Expertise in the Early Years Foundation Stage, Key Stage 1, Key Stage 2.
- Curriculum, differentiation and intervention strategies.
- Ability to use data effectively in target-setting, monitoring and evaluation to improve individual levels of progress and attainment.
- Ability to monitor, evaluate and review, classroom practice and promote improvement strategies at individual and organisational levels.

### **Self-Management Skills**

Ability to:

- Manage and monitor budgets.
- Delegate tasks and responsibilities and monitor progress.
- Lead and work as part of the school and wider teams.
- Work effectively under pressure, determine priorities and meet deadlines, yet with an awareness of the importance of a healthy work-life balance for themselves and all members of staff.
- Achieve challenging professional goals.
- Take responsibility for their personal and professional development.
- Be accountable and monitor the accountability of others.

### **Communication Skills**

An effective communicator who will:

- Be able to negotiate and consult effectively; establishing and maintaining effective communication systems.
- Be able to develop, use and maintain an effective network of contacts.
- Have excellent communication and interpersonal skills, with the ability to relate to children, parents, staff and governors.
- Have evidenced ability to communicate and report effectively orally and in writing to a range of audiences.

### **Qualifications and Experience**

- Qualified teacher status.
- NPQH or qualification required.
- Able to show evidence of significant and relevant continued professional development.
- Extensive teaching and leadership and management experience within the primary stage of education with knowledge of all key stages, including foundation stage and in transition.
- Significant knowledge and experience of strategic school planning.
- Able to demonstrate knowledge and experience of financial management and ICT within the school setting.
- Attuned to future developments and new initiatives in education, whilst remaining firmly focused on the present; in order to achieve the best possible outcomes for all the school's children.