# St Ethelberts Nursery Logo-jpegSt. Ethelbert’s Catholic Primary School

# Deputy HeadTeacher Person Specification

*“I serve Jesus with my body, heart, mind and soul.”*

*Serviam* means ‘I serve’. Jesus Christ has taught us, ‘it is more blessed to serve than to be served’. At St Ethelbert’s school, following our Catholic faith, we serve the whole person – mind, heart, body and soul.

Body – because we care for our wellbeing, our parish neighbourhood and our environment.

Heart – because we teach love and respect for all.

Mind – because we believe in excellent education.

Soul – because we learn to pray and become closer to God as his children.

**[A.1] Faith Commitment**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Practising Catholic  | **E** |  |
| Involvement in own parish community |  | D |

**[A.2] To be able to demonstrate knowledge and understanding of the following in the context of a Catholic School**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Leading acts of worship | **E** |  |
| Ways of developing religious education and worship | **E** |  |
| A commitment to strategic thinking and planning that builds, communicates and carries forward a coherent and shared vision for the Catholic ethos of the school. | **E** |  |
| How relationships should be fostered and developed between the school, parish, its community and the dioceses. | **E** |  |

**[B] Qualifications**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Qualified teacher status | **E** |  |
| Degree  | **E** |  |

**[C] Professional Development**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Evidence of appropriate professional development for the role of deputy headteacher | **E** |  |
| Evidence of recent leadership and management professional development e.g. NPQSL, NPQH |  | **D** |
| Has successfully undertaken appropriate Child Protection training. | **E** |  |
| Has successfully undertaken approved “safer recruitment” training or has a commitment to do so before taking up post/ within 12 months of taking up post. | **E** |  |

**[D] School leadership and management experience**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Recent successful leadership as a middle leader, phase leader or SENCO | **E** |  |
| Be able to demonstrate successful/effective leadership in a school in similar circumstances/serving a similar community |  | **D** |
| To have taken an active involvement in school self-evaluation and development planning | **E** |  |
| To have an awareness of the financial management of a primary school. |  | **D** |
| To have had responsibility for policy development and implementation, especially curriculum | **E** |  |
| To have had experience of successful team building and ability to contribute to staff development across the primary range (e.g. coaching, mentoring, INSET for staff) | **E** |  |

**[E] Experience and knowledge of teaching**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Experience of teaching in more than one school |  | **D** |
| Experience of teaching in a Catholic school  |  | **D** |
| Experience of teaching in a school in similar circumstances or serving a similar community. |  | **D** |
| Significant teaching experience across the primary phase |  | **D** |
| Experience of providing professional challenge and support to others through the performance management process | **E** |  |
| To have a current knowledge and understanding of all 3 Key Stages in the primary phase | **E** |  |
| To be able to effectively use data, assessment and target setting to raise standards/address weaknesses | **E** |  |
| To be able to exemplify how the needs of all pupils have been met through high quality teaching | **E** |  |
| To be able to work effectively with the governing body |  | **D** |

**[F] Professional Attributes**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| To be able to demonstrate an understanding of the needs of pupils at this School and how these could be met | **E** |  |
| To be able to demonstrate a clear rationale for behaviour management and a proven track record of the effective implementation of a range of behaviour management strategies | **E** |  |
| Excellent written and verbal communication skills (which will be assessed at all stages of the process) | **E** |  |
| To be a leader of learning, demonstrating, promoting and encouraging outstanding classroom practice | **E** |  |

**[G] Personal Qualities**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Continue to promote our strong educational philosophy and values | **E** |  |
| Inspire, challenge, motivate and empower teams and individuals to achieve high goals | **E** |  |
| Be approachable, person-centered | **E** |  |
| Demonstrate personal enthusiasm and commitment to leadership aimed at making a positive difference to children. | **E** |  |
| Build and maintain quality relationships through interpersonal skills and effective communication | **E** |  |
| Demonstrate personal and professional integrity including modelling values and vision | **E** |  |
| Inspire trust and confidence across the school and community  | **E** |  |
| Manage and resolve conflict | **E** |  |
| Prioritise, plan and organise yourself and others | **E** |  |
| Think analytically and creatively and demonstrate initiative in solving problems | **E** |  |
| Be aware of your own strengths and areas for development and listen to, and reflect constructively and act upon, as appropriate, feedback from others | **E** |  |
| Able to empathise appropriately | **E** |  |
| Demonstrate a capacity for sustained hard work with energy and vigour | **E** |  |
| Demonstrate impact and presence | **E** |  |

**[H] Confidential References and Reports**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| A positive and supportive faith reference from a priest where the applicant regularly worships | **E** |  |
| Positive recommendation from all referees, including current employer | **E** |  |

**[I] Application Form and Support Statement**

**The form must be fully completed and legible. The supporting statement should be clear, concise and related to the specific post.**