“Nil Satis Optimum”

**PERSON SPECIFICATION - HEADTEACHER OF**

**ST FRANCIS OF ASSISI CATHOLIC COLLEGE**

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| **Category** | **Essential** | **Desirable** |
| **1. Faith Commitment** | * A practising and committed Catholic
* Secure understanding of the distinctive nature of the Catholic school and Catholic education
* Understanding of leadership role in spiritual development of students and staff
* Understanding of the school’s role in the parish and wider community and in promoting community cohesion
* Experience in leading acts of worship in Catholic schools
 | * Evidence of participation in faith life of the community
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| **2. Qualifications** | * Qualified teacher status
 | * Postgraduate level qualification
* Catholic Certificate of Religious Studies or equivalent
* NPQH award
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| **3. Experience** | * Experience as an effective deputy or assistant headteacher
* Successful experience of leading one or more subject areas
* Substantial, successful teaching experience
 | * Recent experience in a Catholic voluntary aided school or academy
* Teaching experience in at least 2 of the 3 key stages: KS3, KS4 and post 16
* Curriculum leadership in one or more core subjects
* Experience of teaching in more than one school
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| **4. Professional Development** | * Evidence of continuing professional development relating to school leadership and management, and curriculum/ teaching and learning
* Experience of working with other schools/organisations /agencies in a collaborative way leading to continuous school improvement
* Experience of adopting a coaching style to enable other staff to grow and develop
 | * Evidence of continuing professional development relating to Catholic ethos, mission and religious education
* Experience of leading/co-ordinating professional development opportunities
* Ability to identify own learning needs and to support others in identifying their learning needs
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| **Category** | **Essential** | **Desirable** |
| **5. Strategic Leadership** | * Ability to articulate and share a vision of secondary education within the context of the mission of a Catholic school
* Evidence of having successfully translated vision into reality at whole-school level
* Ability to inspire and motivate staff, students, parents and governors to achieve the aims of Catholic education
* Evidence of successful strategies for planning, implementing, monitoring and evaluating school improvement
* Ability to analyse data, develop strategic plans, set targets and monitor/evaluate progress towards these
* Knowledge of what constitutes quality in educational provision, the characteristics of effective schools and strategies for raising standards and the achievement of all students
* Understanding of and commitment to promoting and safeguarding the welfare of students’
* Experience of working with a governing board to affect school improvement in a Catholic voluntary aided school or academy
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| **6. Teaching and Learning** | * A secure understanding of the requirements of the National Curriculum
* Knowledge and experience of a range of successful teaching and learning strategies to meet the needs of all students
* A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning
* Experience of effective monitoring and evaluation of teaching and learning
* Secure knowledge of statutory requirements relating to the curriculum and assessment
* Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to effective behaviour support and management
 | * A secure understanding of the requirements of the Curriculum Directory for Religious Education
* Understanding of successful teaching and learning in religious education across the key stages
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| **Category** | **Essential** | **Desirable** |
| **7. Leading and Managing Staff** | * Experience of working with a senior leadership team in a supportive and collaborative manner that results in school improvement
* Experience of working in and leading staff teams
* Ability to delegate work and support colleagues in undertaking responsibilities
* Experience of performance management and supporting the continuing professional development of colleagues
* Understanding of effective budget planning and resource deployment
* Understanding of how financial and resource management enable a school to achieve its educational priorities
 | * Experience of working with governors to enable them to fulfil whole-school responsibilities
* Successful involvement in staff recruitment, /induction, understanding needs of a Catholic school
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| **8. Accountability** | * Ability to communicate effectively, orally and in writing to a range of audiences – e.g. staff, students, parents, ‘governors’, parishioners and clergy
* The ability to alter course or timescales for change if external factors indicate it is the right thing to do.
* Experience of effective whole-school self-evaluation and improvement strategies
* Ability to provide clear information and advice to staff and ‘governors’
* Secure understanding of strategies for performance management
 | * Experience of presenting reports to ‘governors’
* Understanding the criteria for the evaluation of a Catholic school
* Leading sessions to inform parents
* Experience of offering challenge and support to improve performance
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| **Category** | **Essential** | **Desirable** |
| **9. Skills, Qualities & Abilities** | * High quality teaching skills
* Strong commitment to the mission of a Catholic school
* Commitment to their own spiritual formation and that of students
* High expectations of students’ learning and attainment
* Strong commitment to school improvement and raising achievement for all
* Ability to build and maintain good relationships
* Ability to remain positive and enthusiastic when working under pressure
* Ability to organise work, prioritise tasks, make decisions and manage time effectively
* Empathy with children
* Good communication skills
* Good interpersonal skills
* Stamina and resilience confidence
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| **10. References** | * Positive and supportive faith reference from priest where applicant regularly worships
 | * Faith reference without reservation
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|  | * Positive recommendation in professional references
 | * Professional reference without reservation
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|  | * Satisfactory health and attendance record
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