

PERSONNEL SPECIFICATION  
 JOB TITLE: ASSISTANT HEAD TEACHER L3-L7  
 DATE: September 2021

	ESSENTIAL	DESIRABLE	R	I	A
<b>EXPERIENCE</b>					
Teaching experience at KS2		X	X		X
Substantial teaching experience of teaching of FS and KS1	X		X		X
Leadership and management of a core curriculum area or key stage to raise standards	X		X		X
Outstanding classroom practitioner with a proven track record	X		X	X	X
UPS1+ teacher		X			X
Experience of being member of Senior Management or leadership Team		X	X		X
Experience of leading whole school INSET, initiatives, staff meetings, parent workshops etc	X		X		X
Ability to deploy staff and manage challenging situations	X		X		X
Able to interpret data and translate this is to priorities for improvement	X			x	x
<b>EDUCATION AND TRAINING</b>					
Qualified teacher status	X				X
Recent evidence of participation in a national professional development through NCSL E.g NPQH, MLDP		X			X
Degree or equivalent	X				X
Evidence of awareness of national developments in education	X			X	
Evidence of additional professional development activity	X			X	X
<b>PERSONAL QUALITIES</b>					
Clear vision for raising standards	X		X	X	X
Building positive relationships across the school community	X		X	X	X
Success at leading a team to improve standards	X		X	X	X
Ability to inspire, challenge, motivate and empower teams and individuals to achieve	X		X	X	X
Evidence of successful coaching or mentoring colleagues	X		X	X	X
Listen to and reflect upon feedback and act appropriately	X		X	X	X
Demonstrate resilience, optimism and empathy	X		X	X	X
Be aware of own strengths and areas for development.	X		X	X	X
Ability to think analytically and creatively and demonstrate initiative in solving problems	X		X	X	X
Excellent communication and presentation skills, oral and written	X		X	X	X
Ability to delegate	X		X	X	X
Drive, sense of purpose, commitment and					

perseverance					
Ability to work in a fluid and changing environment	X			X	X
Ability to communicate clearly (written and verbal)	X			X	X
Ability to be supportive to children and adults	X			X	X
Ability to create a stimulating and exciting learning environment for children	X			X	X

R= reference

I=interview

A= application