

Person Specification

Role: Head of Personal Development
Service: R.E.A.L. Independent Special Schools
Location: Various to meet the needs of the role
Accountable to: Head of Schools

	Essential (E) or Desirable (D)	To be identified by: application form (AF), interview (I), reference (R)
Knowledge		
The mission, vision and values of R.E.A.L Education	E	AF/I
Statutory education frameworks, including governance, Ofsted EIF and SEND Code of Practice	E	AF/I
Ways to build, communicate and implement a shared vision across a number of settings	E	AF/I/R
Leading change, creativity and innovation	E	AF/I/R
Strategies for communication, both within and beyond the company	E	AF/I
Approaches to ensuring a high quality learner personal development programme offer	E	AF/I
Learner personal development approaches and programmes from across a range of settings and ages and stages	E	AF/I
Strategies for ensuring inclusion, diversity and access	E	AF/I
Child protection and safeguarding procedures	E	AF/I
The self-evaluation process and its role in driving continuous improvement	E	AF/I
Strategies to promote individual, team and organisational development	D	AF/I/R
Building and sustaining a learning community across a number of settings	E	AF/I
The impact of change on organisation and individuals	E	AF/I

Strategic financial planning, budgetary management and principles of best value	E	AF/I
Legal issues relating to managing a school, including equalities, Health and Safety and SEND legislation	E	AF/I
The use of a range of tools and evidence, including performance data, to support, monitor, evaluate and improve aspects of school life, including challenging poor performance	E	AF/I
Experience		
Significant experience of school leadership (at least 3 years) with a sustained record of school improvement	E	AF/I/R
Experience of designing and developing appropriate personal development programmes including RSE/Careers/Cultural capital/PSHE/ BV/ SMSC/ Preparation for Adulthood (PfA)	E	AF/I/R
Experience of ensuring high quality pastoral care and promoting positive mental health and well-being amongst vulnerable learners	E	AF/I
Evidence of successfully leading and sustaining educational initiatives	D	AF/I
Evidence of effective personnel management	D	AF/I/R
Education and Training		
Qualified Teacher Status	E	AF
Degree or equivalent	E	AF
Evidence of continuing professional development	E	AF
Qualification in a relevant discipline	D	AF/I
Qualities		
Ability to develop and maintain a clear vision for an appropriate and innovative personal development offer and support others to plan and deliver it. Ability to articulate this vision to diverse audiences	E	AF/I/R
Ability to establish successful relationships at all levels and have good communication skills both verbal and written	E	AF/I/R
Commitment, drive and the ability to achieve the highest standards and best practice across all aspects of the quality of education	E	AF/I/R

Ability to cultivate a team ethic	E	AF/I/R
Ability to lead, coordinate and delegate	E	AF/I
Full UK driving licence and access to roadworthy vehicle	E	I