



# Sir John Cass's Foundation and Red Coat CofE Secondary School & Sixth Form College

Headteacher: Mr P. Woods

## PERSON SPECIFICATION – DEPUTY HEADTEACHER

The successful candidate will have:

<b>EDUCATION</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Honours degree or equivalent	*	
Qualified Teacher Status	*	
Evidence of a commitment to continued professional development so as to sustain up-to-date knowledge and understanding of education	*	
Evidence of continued and relevant professional development in school leadership and management	*	
Completed or working towards Leadership qualifications such as; NPQSL, participation in Future Leaders Programme, NPQH or alternative qualifications.		*
<b>QUALITIES</b>		
Evidence of clear values and moral purpose which place students at the heart of all decisions	*	
Demonstrating personal behaviour consistent with the school ethos and vision	*	
Commitment to a curriculum that is creative and relevant to the interests and needs of all students, including their well-being	*	
Absolute commitment to ensuring the safety and well-being of students	*	
Proven record of being transparent and accountable to parents, governors, relevant external bodies and the local community	*	
Track record of solution focused support for Leadership	*	
<b>KNOWLEDGE &amp; UNDERSTANDING</b>		
Evidence of a current knowledge and understanding of local, national and global education	*	
Safeguarding training including; designated safeguarding lead		*
Excellent subject knowledge	*	
Understanding of data and ability to use it effectively to enhance student performance		*
Participation in professional development	*	
<b>KEY SKILLS AND EXPERIENCE</b>		
Proven successful experience as an AHT or equivalent for 2 or more years in a secondary school	*	
Proven successful experience as a DHT or equivalent for 2 or more years in a secondary school		*

Experience of teaching in more than one school across the whole secondary age range	*	
Experience of leading in a school which serves a challenging urban environment	*	
A highly effective teacher with proven consistent good/outstanding teaching in the secondary classroom	*	
Knowledge and understanding of how to maintain and raise the quality of teaching and learning across the school and a proven track record for doing so	*	
Proven track record of efficient and timely management of workload and a flexible approach to crisis management and change	*	
A high regard for administrative efficiency	*	
Proven track record of analysis, evaluation and communication of progress data to ensure positive outcomes	*	
Understanding and experience of designing and managing a school timetable		*
<b>LEADERSHIP AND COLLABORATION</b>		
Able to build, communicate and implement a coherent vision for the school in consultation with all stakeholders	*	
Evidence of a drive to encourage and pursue excellence in all aspects of school life and a clear sense of what strategies might be effective for achieving this	*	
Proven ability to lead by example and create a shared commitment and responsibility to the school through teamwork, distributed leadership and professional reflection	*	
Proven ability to build a culture where students feel confident that their concerns will be listened to and acted upon	*	
Proven ability to adapt to change, able to assess new ideas and embrace them if they improve students learning	*	
Ability to encourage parents to play their part in their child's learning (both in and out of school)	*	
Knowledge and experience of working productively with the governing body and an understanding of its statutory duties	*	
<b>MANAGEMENT OF PEOPLE AND RESOURCES</b>		
Proven experience of managing people, including staff performance reviews and supporting ongoing professional development	*	
Proven experience of prioritising, setting and managing a range of processes to contribute to school improvement	*	
Excellent organisational skills which maintain the smooth running of the school whilst maintaining a focus on the long-term vision	*	
<b>PERSONAL QUALITIES</b>		
Excellent interpersonal and communication skills	*	
Enthusiasm & commitment to work with impact in an inner city multi-ethnic school	*	

Ability to work well on own initiative and as part of a team	*	
Excellent organisational skills	*	
Ability to prioritise work and multi-task	*	
Strong role model for students	*	
Professional and friendly manner	*	
Sense of Humour	*	

*THIS POST IS EXEMPT FROM THE REHABILITATION OF OFFENDERS ACT, 1974  
We are committed to safeguarding and promoting the welfare of children and young people and  
expect all staff and volunteers to share this commitment*