



Committed to Excellence

THE JOHN COLET SCHOOL

PERSON SPECIFICATION

POST: Deputy Headteacher

GRADE: Leadership Scale L20-24

RESPONSIBLE TO: Headteacher

RESPONSIBLE FOR: Members of staff indicated on school management structure

<p>Qualifications and training</p>	<p>Qualified teacher status (E) Degree (E) Up-to-date inservice training in subject and whole school issues (E) Additional qualifications relevant to the post (D)</p>
<p>Experience</p>	<p>Successful senior leadership and management experience in a school for at least two years (E) Involvement in the professional development of staff (E) Demonstrable experience of successful line management (E) Experience of successfully leading and managing change (E) Experience of behaviour management and the management of a large pastoral team (E) Experience of dealing with complicated and emotive issues (E) Experience of dealing with a range of outside agencies (E) Excellent communication skills with stakeholders (E) Experience as a Designated or Deputy Designated Safeguarding Lead (D) Experience of working in more than one school (D) Experience of working with governors (D) Teaching experience of at least five years (E) Experience of involvement in school self-evaluation and development planning (E)</p>
<p>Skills and knowledge</p>	<p>A clear understanding of the issues young people often face and ways of helping them (E) Understanding of specific issues surrounding more vulnerable students and how to lead them to successful outcomes (E) Clear commitment to the safeguarding of students (E) Excellent administration, organisation and management skills (E) Ability to motivate and coach members of staff to perform to the best of their ability (E) Data analysis skills, and the ability to use data to set targets and identify weaknesses (E) Understanding of high-quality teaching, and the ability to model this for others and support others to improve (E) Effective communication and interpersonal skills (E)</p>

	Excellent information technology skills (D)
Personal qualities	An excellent classroom practitioner (E) A commitment to getting the best outcomes for all students and promoting the ethos and values of the school (E) Ability to work under pressure and prioritise effectively (E) Commitment to maintaining confidentiality at all times (E) An excellent role model: reliable, honest and trustworthy, demonstrating the highest professional standards (E) A problem solver with a 'can do' attitude (E) A good sense of humour (E)