

# Appointment of Deputy Headteacher (Pastoral and Personal Development)

March 2025

## Person Specification.

The recruitment process will test candidates against the criteria below.

Sources of information to be used are:

Application (A)

References (R)

Interview/selection days (I).

	Essential	Desirable	Source
<b>Qualifications and Training</b>			
Good honours degree	X		A
Qualified Teacher Status	X		A
Evidence of further relevant substantial professional development	X		A
Completion of or progress towards further/higher professional qualifications (eg masters/NPQH)		X	A
<b>Leadership Experience</b>			
Significant experience in a senior leadership role (Assistant or Deputy Head).	X		A, R
Significant pastoral experience in a secondary setting.	X		A, R
Successful experience of leading complex educational change.		X	A, R, I
Experience of policy development and implementation.		X	
<b>Knowledge and Understanding</b>			
Up to date knowledge and understanding of the current national education agenda.	X		A, R, I
Understanding of how to secure sustainable school improvement.	X		A, R, I
Understanding of what constitutes highly effective teaching and learning.	X		R, I
Knowledge and understanding of data analysis and its use in raising achievement and self-evaluation.	X		R, I
Understanding of what constitutes highly effective pastoral care in a secondary school setting.	X		A, R, I
Understanding of the significance of interpersonal relationships and strategies for promoting individual and team development.	X		R, I
Understanding of how to build and sustain effective relationships with parents, carers, other schools and the wider community.	X		R, I
<b>Skills and Abilities</b>			
Consistently good or outstanding teaching skills and the ability to lead by example as a classroom teacher.	X		R, I
The ability to command the respect of students, staff, parents and the wider community.	X		R, I
The ability to work proactively and with a high degree of independence.	X		R, I

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The ability to think and plan strategically.	X		R, I
The ability to inspire, influence and persuade others through excellent communication skills.	X		R, I
The capacity to inspire, challenge, motivate and empower teams and individuals to achieve high goals.	X		R, I
High order organisational skills and the ability to work effectively under pressure and to tight deadlines.	X		R, I
The ability to present effectively to a large audience and share ideas in order to develop a shared vision.	X		R, I
<b>Personal Qualities</b>			
Real empathy with students and a passion for making a difference to their lives.	X		R, I
Commitment to raising achievement for all.	X		R, I
Energy for and commitment to the leadership role.	X		R, I
The drive and ambition to initiate, lead and implement change.	X		R, I
The ability to deal with people tactfully, fairly and with sensitivity.	X		R, I
The ability to demonstrate sound and balanced judgement, decisiveness and flexibility.	X		R, I
The potential for further promotion.	X		R, I
A sense of humour.	X		R, I