

PERSON SPECIFICATION- Assistant Principal

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, indicating experience and where appropriate citing supporting examples within their application.

Qualifications & Training	Essential/Desirable	How Identified
<input type="checkbox"/> Qualified Teacher Status	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Degree or equivalent	E	
Knowledge & Experience	Essential/Desirable	How Identified
<input type="checkbox"/> Knowledge and experience in Key Stage 3 / Key Stage 4	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Proven experience as an effective teacher with a proven record of raising standards through your own teaching	E	
<input type="checkbox"/> Proven experience of raising standards through managing the work of a team of teachers	E	
<input type="checkbox"/> Proven experience of introducing and managing effective interventions when pupils are not making expected progress	E	
<input type="checkbox"/> Proven experience of supporting other colleagues to develop effective teaching	E	
<input type="checkbox"/> Experience of identifying and addressing the training needs of staff (teachers and support workers)	E	
Skills & Key Criteria	Essential/Desirable	How Identified
<input type="checkbox"/> Ability to relate positively to all children, regardless of phase, in order to ensure that they develop as confident learners, determined to achieve their potential	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Leadership and people management skills	E	
<input type="checkbox"/> Ability to prioritise workload effectively to meet deadlines	E	
<input type="checkbox"/> Excellent communication and inter-personal skills, including tact and diplomacy	E	
<input type="checkbox"/> Ability to relate positively to all children of secondary age in order to ensure that they are confident learners and determined to achieve their potential	E	

<input type="checkbox"/> Clear understanding of the importance of effective assessment, planning, monitoring progress and attainment and monitoring strategies to raise academic standards	E	
<input type="checkbox"/> Clear understanding of the importance of effective welfare and pastoral support in raising academic standards	E	
<input type="checkbox"/> Ability to establish, lead, manage and monitor the work of teams	E	
<input type="checkbox"/> Clear understanding of the change process and the ability to manage change	E	
<input type="checkbox"/> Clear understanding of the role of accountability in raising standard	E	
<input type="checkbox"/> Clear understanding of the parameters for appropriate curriculum design to meet the needs of all learners	E	
Personal Attributes	Essential/Desirable	How Identified
<input type="checkbox"/> A supportive and co-operative team member	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Standards driven	E	
<input type="checkbox"/> Ability to work outside normal academy hours in line with academy and community needs	E	
<input type="checkbox"/> Ability to travel to multi-site locations across the Trust	E	
<input type="checkbox"/> Excellent communication skills with proven ability to communicate with a range of stakeholders including teachers, parents and other professionals	E	
<input type="checkbox"/> Ability to relate well to children and young people and members of the community	E	
<input type="checkbox"/> Excellent team work skills including, the ability to be a good team member as well as team leader	E	
<input type="checkbox"/> A flexible approach	E	
<input type="checkbox"/> Ability to manage own time well to meet competing demands	E	
<input type="checkbox"/> A positive attitude and commitment to equality	E	
Equal Opportunities	Essential/Desirable	How Identified
<input type="checkbox"/> Candidates should indicate an acceptance of, and a commitment to, the principles of the Academy's Equal Rights policies and practices as they relate to employment issues and to the delivery of services to the community	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Commitment to equal opportunities policies relating to gender, race and disability in an educational context	E	
Safeguarding	Essential/Desirable	How Identified
<input type="checkbox"/> Commitment to the protection and safeguarding of children and young people	E	Application form/Interview/ Task (if applicable)
<input type="checkbox"/> Has up to date knowledge of relevant legislation and guidance in relation to working with young people	D	

