



Person Specification – Head of Year

The Governors expect the appointed candidate to have a clear educational vision, to lead and manage enthusiastically and effectively and to inspire confidence and trust.

Essential Criteria for Appointment

- Qualified teacher status
- Evidence of continued professional development and a commitment to further professional development
- The ability to raise pupil achievement across the full age and ability range
- The capability to provide a clear sense of direction and purpose to achieve aims
- Excellent communication skills
- The competence to lead, manage, develop and inspire people individually and as a team
- The desire to promote high standards and effective teaching and learning
- The ability to plan, implement, monitor and evaluate change
- The ability to work effectively under pressure and maintain self-motivation
- The aptitude to adapt to changing circumstances
- The ability to take initiative and accept responsibility
- The capacity to listen, empathise and resolve conflict
- A knowledge of current educational issues especially in relation to pastoral care and child protection
- The ability to work with the governors, senior management team and heads of faculty on whole school initiatives
- An open, inquiring mind
- The competence to create and maintain a lively yet disciplined learning environment
- The willingness to inspire and take an interest in the well-being and personal development of pupils and students
- Experience of dealing successfully and diplomatically with parents and community representatives
- A knowledge of preferred learning styles and a commitment to personalised learning
- The competence to liaise with outside agencies to support students and families

Desirable Qualities

- Recent experience of holding a post of some responsibility
- The ability to effectively teach one or more specialist subjects to GCSE
- Experience of pastoral responsibility at least as a form tutor
- Experience of supporting colleagues' professional development
- A good level of ICT capability and knowledge of ICT resources
- Knowledge of educational research relating to matters pertinent to pastoral care
- Experience of lesson observation and the provision of feedback
- Experience of cross-phase liaison