



### Person Specification

<b>JOB TITLE:</b>	Head of Year
<b>DATE:</b>	March 2022
<b>STATUS:</b>	Final

CRITERIA	Essential /Desirable	Application	Tasks	Interview	Vetting checks
<b>Knowledge and qualifications</b>					
1. Qualified teacher status	E	✓			✓
2. Evidence of personal commitment to lifelong learning	E	✓		✓	
3. Up-to-date knowledge of legal requirements and policies relating to safeguarding, behaviour, welfare and attendance	E		✓	✓	
4. Thorough understanding of how young people learn and the core features of effective teaching and learning, as they relate to secondary education and transition	E		✓	✓	
<b>Experience</b>					
5. Successful track record as a teacher that demonstrates positive impact	E	✓			✓
6. Experience of successfully developing, coaching and/or mentoring colleagues to improve the teaching skills of others	E	✓			✓
7. Experience of working collaboratively with peers across own school to achieve shared priorities	E	✓			✓
<b>Skills and competencies</b>					
8. Models good practice and leads by example with integrity, positivity, creativity, resilience and clarity	E		✓	✓	
9. Able to engage colleagues and lead professional development, coaching and mentoring	E			✓	
10. Able to develop, implement and evaluate innovative approaches to improve outcomes	E			✓	
11. Demands ambitious standards and high expectations for all learners	E		✓	✓	
12. Effectively manages own behaviour and relationships	E		✓	✓	

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with others to provide appropriate support and challenge					
13. Effective oracy and written communication skills for a range of audiences	E		✓	✓	
14. Commitment to inclusion and equity	E		✓	✓	
15. Ability to safeguard and promote the welfare of children including motivation to work with children, forming and maintaining appropriate relationships and personal boundaries with children and young people, emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline	E			✓	✓
<b>Other</b>					
16. No disclosure about criminal convictions, barring or misconduct that is considered to make the candidate unsuitable for this particular role	E	✓		✓	✓
17. No concerns about medical fitness or attendance that is considered to make the candidate unsuitable for this particular role	E				✓