

**PERSON SPECIFICATION
HEADTEACHER – GLYNCOED PRIMARY**

PERSON SPECIFICATION

1. QUALIFICATIONS, SKILLS, EXPERIENCE AND PERSONAL ATTRIBUTES

QUALIFICATIONS	Essential (E) / Desirable (D)	Identified by
NPQH completed by date of appointment or existing headship	E	Application form
Teaching qualification (QTS)	E	Application form
First degree or equivalent	E	Application form
Higher degree or equivalent	D	Application form
SKILLS		
Proven leadership skills	E	Application form and interview
Proven skills in strategic management	E	Interview
Ability to communicate effectively with a wide range of audiences both verbally and in writing	E	Application form, interview and presentation
EXPERIENCE		
Significant experience as a senior leader / deputy headteacher / headteacher within a school	E	Application form and interview
Experience of Foundation Phase, key stage one and key stage two	E	Application form and interview
Existing head teacher experience	D	Application form and Interview
Experience in working with community and/or parental based lifelong learning initiatives	E	Application form and interview
Experience of working effectively with governing bodies	E	Application form and interview
Experience of working effectively with parents as individuals and parental groups	E	Application form and interview
Experience in managing school budgets and finance	E	Application form and interview
Experience of managing curriculum development initiatives	E	Application form and interview
Experience of managing pupils with ALN	E	Application form and interview
PERSONAL ATTRIBUTES		
Consultative manner and ability to build effective teams	E	Interview
Energy, vigour and perseverance	E	Interview
Enthusiasm	E	Interview
Commitment, reliability and integrity	E	Interview
Creativity and imagination to anticipate and solve problems	E	Interview
Ability to speak Welsh	D	Application form and interview

KNOWLEDGE AND UNDERSTANDING	Essential (E) / Desirable (D)	Identified by
IMPROVING THE LIFE CHANCES OF CHILDREN AND YOUNG PEOPLE		
Commitment to developing a staff who have the necessary skills and knowledge to promote equality, respect diversity and challenge stereotypes to promote the rights of children and young people	E	Interview
Recognition of the role parents, carers and families play in helping children and young people succeed and thrive through being healthy; staying safe; enjoying and achieving; making a positive contribution and achieving economic well-being.	E	Interview
STRATEGIC DIRECTION AND FUTURE OF THE SCHOOL		
Commitment to working with the governing body to develop a collaborative school vision which embraces excellence, high standards and inclusion.	E	Application form and interview
High awareness of current National Assembly initiatives and directives	E	Interview
High awareness and/or training in performance management processes	E	Interview
LEADING LEARNING AND TEACHING		
Commitment to developing flexible and effective approaches to learning and teaching which will lead to high standards.	E	Application form and interview
High level of teaching competency to ensure effective classroom practice to raise outcomes	E	Interview
Proven track record in the use of ICT to impact positively on standards, practice and administration across and beyond the school.	E	Application form and interview
PERSONAL DEVELOPMENT AND WORKING WITH OTHERS		
Commitment to the development of all stakeholders involved in school life	E	Interview
Be able to provide specific examples of effective CPD work	E	Application form and Interview
Knowledge of strategies for team development to support staff to achieve their potential.	E	Interview
Caring and sensitive manner when dealing with people and children	E	Interview and school council
MANAGING THE SCHOOL		
Commitment to developing the leadership and management skills of all staff in order to achieve strength in depth in the organisation of the school.	E	Interview

KNOWLEDGE AND UNDERSTANDING	Essential (E) / Desirable (D)	Identified by
SECURING ACCOUNTABILITY		
Commitment to developing school self evaluation and accountability to ensure the school is working effectively and efficiently towards the academic, spiritual, moral, social, emotional and cultural development of all its pupils.	E	Interview
STRENGTHENING COMMUNITY		
Commitment to working effectively with parents, external partners, other agencies and schools to support the learning of children and to define and realise the school's vision.	E	Interview