

**Holy Infant & St Anthony R.C. Primary School, Bolton**

**Class Teacher (TLR for leadership role): Person Specification**

**A] Faith Commitment**

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source**  A - application  I - interview  R - references  P - presentation  T - task  O - observation |
| Roman Catholic |  | ✓ | A/I/R |
| Sound understanding of the distinctive nature of a Catholic school |  | ✓ | A/I/R |
| Commitment to support our Catholic ethos | ✓ |  | A/I/R |
| Commitment to RE curriculum | ✓ |  | A/I/R |

**B] Training & Qualifications**

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source**  A - application  I - interview  R - references  P - presentation  T - task  O - observation |
| Qualified teacher status | ✓ |  | A |
| Excellent classroom practitioner | ✓ |  | A/I/R |
| Recent participation in a range of relevant professional development | ✓ |  | A/I/R |
| Middle/Senior leader CPD |  | ✓ |  |

**Professional Knowledge & Understanding**

*Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to the phase and their implications for a Catholic school:*

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| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source**  A - application  I - interview  R - references  P - presentation  T - task  O - observation |
| Pupil’s educational development | ✓ |  | A/I/R |
| Assessment (formative & summative), tracking & target setting | ✓ |  | A/I/R |
| Effective teaching & learning | ✓ |  | A/I/R |
| Use ICT effectively in planning, assessment, teaching & learning | ✓ |  | A/I/R |
| Effective personal self-evaluation to enable effective professional development | ✓ |  | A/I/R |

**D] Personal Skills**

*Applicants should be able to demonstrate from their experience the ability to:*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Essential** | **Desirable** | **Source**  A - application  I - interview  R - references  P - presentation  T - task  O - observation |
| Prioritise, plan and organise with good time management skills | ✓ |  | A/I/R |
| Work constructively/effectively as part of a high performing team | ✓ |  | A/I/R |
| Maintain high standard of pastoral care and promote good discipline | ✓ |  | A/I/R |
| Develop and sustain excellent relationships with parents/carers/stakeholders | ✓ |  | A/I/R |
| Use excellent communication skills effectively with pupils, colleagues, parents and other stakeholders | ✓ |  | A/I/R |
| Willingly contribute to extended school activities | ✓ |  | A/I/R |
| Participate and lead strategies to support staff development | ✓ |  |  |
| Motivate staff and monitor morale | ✓ |  |  |
| Lead change and set targets | ✓ |  |  |
| Monitor whole school development relating to the TLR | ✓ |  |  |

**E] Other Requirements**

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| The successful candidate will have the ability to: | **Essential** | **Desirable** | **Source**  A - application  I - interview  R - references  P - presentation  T - task  O - observation |
| Application forms should be completed in full | ✓ |  | A |
| Letters/personal statement should be clear and concise (max 1200 words) | ✓ |  | A |
| Should address the criteria identified in the person specification | ✓ |  | A |

**F] Confidential References & Reports**

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|  | **Essential** | **Desirable** | **Source**  A - application  I - interview  R - references  P - presentation  T - task  O - observation |
| Written references only | ✓ |  | R |
| Confirming professional and personal knowledge, skills and abilities referred to above | ✓ |  | R |
| Positive and supportive faith reference from the priest where applicant regularly worships (if applicable) |  | ✓ | R |
| Positive recommendation from current employer | ✓ |  | R |