

New Mills School

Person Specification: Assistant Headteacher

Experience
1. Experience of driving cross-curricular/whole-school initiatives
2. Experience of leading a whole school initiative and monitoring impact
3. Effective teacher
4. Experience of leading a substantial area of the school
Professional knowledge and understanding, skills and attributes
5. An understanding of the characteristics an outstanding school
6. Specific evidence of successful classroom teaching
7. The ability to achieve challenging professional targets/objectives
8. The ability to develop and implement policy and practice which reflects the school's commitment to high achievement
9. The capacity to monitor and evaluate the impact of initiatives
10. The ability to build and lead teams efficiently and effectively using skills of motivation, delegation and time management
11. The ability to contribute effectively to the development of whole-school policies. Evidence of involvement in whole-school development/activities, e.g. working parties
12. The ability to analyse, understand and interpret both qualitative and quantitative data
13. The ability to set up and monitor systems to ensure the effective management and deployment of human and material resources
14. To be able to judge when to make a decision, when to consult and when to defer to Headteacher
15. The ability to promote the ethos, aims and objectives of the school to the wider community
16. The ability to prioritise own time, work under pressure and to deadlines with a sense of balance and perspective
Personal skills and attribute
17. Leadership skills – the ability to lead and manage people to work towards common goals and using appropriate leadership styles in different situations
18. Decision-making skills - the ability to investigate, solve problems and make decisions
19. Excellent written communication – a full understanding and ability to accurately apply grammatical rules to all written communication as well as the ability to take into account audience, tone and purpose.
20. Excellent oral communication – an ability to communicate with clarity and confidence to all stakeholders
21. Ability to develop new ideas
22. Personal impact and presence
23. Energy, determination and perseverance
24. Self confidence
25. Enthusiasm and commitment
26. Reliability and integrity
27. Capacity to make a major impact in the life of the school