

PERSON SPECIFICATION

Headteacher – Glusburn Community Primary School

The Selection Panel will be looking for evidence that the candidate has mastered the following Key Competencies which are integral to the role of Headteacher at Glusburn Community Primary School:

Key Competencies	Essential on appointment	Desirable on appointment
Building effective teams	x	
Setting and achieving challenging goals	x	
Strategic thinking	x	
Accepts accountability and holding others to account	x	
Skilful communication according to audience	x	
Resilience	x	

The Key Competencies will be assessed against the following Appointment Criteria:

APPOINTMENT CRITERIA	Essential on appointment	Desirable on appointment (if not attained, development may be provided for successful candidate)
Qualifications and training		
Qualified Teacher status	x	
National Professional Qualification of Headship (NPQH) upon commencement of post	x	
Evidence of relevant Continuous Professional Development (CPD)	x	
Further qualification in a related area e.g. MEd, MA, MBA (other professional qualifications will be considered)		x
Safeguarding These criteria will be tested at interview. Please note this post is also subject to a satisfactory enhanced DBS disclosure	Essential on appointment	
Role model a commitment to safeguarding and the welfare of children and young people		x
Emotional resilience in working with challenging behaviours		x
Appropriate use of authority and discipline and instilling this culture in others		x
Experience and skills	Essential on appointment	Desirable on appointment
Substantial and successful experience in a senior leadership role e.g. as a Headteacher, Interim Headteacher or Deputy/Assistant Headteacher	x	
Evidence of managing or making a substantial contribution to the effective management of change	x	
Evidence of successful implementation of strategies to improve teaching and learning to raise the standards of achievement for all pupils	x	
Evidence of effective teaching, assessment and target setting	x	
Evidence of successful improvement planning across	x	

all sectors of the school		
Evidence of working with parents and the community as partners in learning	x	
Experience across the Primary age range (including Nursery and Early Years)	x	
Proven experience of Ofsted inspection and successfully implementing recommendations	x	
Evidence of working effectively and collaboratively with pupils across the age range	x	
Experience of working in collaboration with other schools to realise improvement and raise standards	x	
Experience of working effectively and in partnership with Governors	x	
Knowledge and understanding of:		
Developing further systems for school self-evaluation, effective monitoring and inspection	x	
Developing and implementing strategies for school improvement, including data analysis, target setting and strategies for improving the quality of teaching and learning for all pupils	x	
Strategies to motivate and engage pupils to maximise learning opportunities and outcomes	x	
Performance management, performance related pay and managing effective professional development	x	
Effective use of ICT to support teaching and learning	x	
How to promote inclusion and implement equal opportunities for all	x	
Management of pupils' behaviour and attitudes to learning and the ability to put this into practice	x	
Ability to work in partnership with other schools in order to meet pupils' needs		x
Engaging parents/carers in their children's learning and the work of the school	x	
Strategic curriculum development	x	
Effective financial management	x	
Leadership skills		
Evidence that can show candidates can:		
Demonstrate evidence of outstanding successful teaching as a Headteacher, Interim Headteacher or Deputy Headteacher	x	
Create and secure commitment to a convincing vision for the school	x	
Build upon current good practice by supporting and developing effective teamwork across the whole school community	x	
Initiate and manage change and improvement in pursuit of higher standards and strategic objectives	x	
Prioritise, plan and organise their own work and wellbeing; direct, coordinate and provide professional direction to the work and wellbeing of others	x	
Delegate tasks and responsibilities as appropriate. Empower others to carry vision forward	x	
Provide an inspiring role model for pupils and staff, creating an environment where all can thrive	x	
Manage and motivate staff, in a happy and supportive working environment, to achieve the	x	

highest standards in all aspects of school life within the resources available		
Communication and Problem Solving		
Evidence that shows candidates can:		
Think creatively and imaginatively to anticipate and solve problems and identify opportunities for the school	x	
Use numerical and financial data with confidence and use it to make decisions based upon analysis and interpretation	x	
Demonstrate reasoned judgement in difficult circumstances	x	
Deal sensitively with people with very different and demanding expectations, demonstrating an ability to avert and resolve conflict	x	
Communicate, negotiate and secure cooperation of a wide range of people	x	
Create a climate of open communication where people feel able to express opinion and know their views will be respected	x	
Demonstrate an understanding of, and lead the school's role in a self-improving school system	x	
Demonstrate an understanding of, and lead the school's role in the community	x	
Develop, maintain and use an effective network of contacts across all agencies and communities with whom the school interacts	x	
Personal Effectiveness		
Evidence that shows candidates can:		
Prioritise and manage time appropriately, able to work under pressure and to deadlines	x	
Continue to demonstrate effective performance against the job description when under pressure and/or in challenging circumstances	x	
Be self motivating and achieve challenging professional goals	x	
Take full responsibility for own professional development	x	
Create a strong, positive personal impact, conveying authority, confidence, approachability, warmth and humour	x	
Demonstrate flexibility and an ability to adapt to changing circumstances and new ideas	x	
Demonstrate enthusiasm for, and commitment to, the role; along with reliability, integrity and a passion for education	x	