

Head of Department

Person Specification

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| **Qualifications:** |
| Graduate with Qualified Teacher Status  Ongoing professional development  Appropriate degree  Primary level teaching experience |
| **Key Competencies:** |
| Ability to give clear and strong leadership and support  Ability to think strategically and successfully implement agreed strategies  Ability to analyse and solve issues with an eye for detail  Ability to delegate effectively  Ability to work effectively with staff, pupils, governors, and parents  Ability to liaise and work with other heads of department to promote the education of all pupils.  Ability to use data to promote learning and to set targets appropriate to pupils’ abilities and needs.  Ability to liaise with outside agencies. |
| **Personal Qualities:** |
| High levels of drive and energy  High levels of interpersonal skills  Commitment to independent education and high pupil expectations  Ability to contribute to and further develop extra-curricular opportunities within the school  Ability to set and achieve realistic goals  Ability to support, motivate and inspire others  Sense of humour, good listener, positive outlook  Ability to impose calm.  Ability to work as part of a team. |
| **Professional Knowledge & Understanding of:** |
| Special educational needs, code of practice etc.  Strategies for developing effective teaching/learning.  Strategies for ensuring excellent behaviour.  Data analysis and Target Setting. |