



Person Specification – Head of Department/Head of Year

	Essential	Desirable
<b>QUALIFICATIONS AND TRAINING</b>		
First degree or equivalent	Y	
Higher degree		Y
Qualified teacher status	Y	
To have taken or be within a year of undertaking a specialist NPQ (or equivalent)	Y	
To have taken or be within a year undertaking either one of the NSB Trust Leadership Programmes (Curriculum/Pastoral Leadership)		Y
<b>EXPERIENCE</b>		
A proven track record of successful middle leadership in a secondary school		Y
Position of responsibility or a leadership position (e.g. TLR) within a secondary school	Y	
Successful teaching experience within secondary education with proven outstanding impact on student academic outcomes	Y	
Successful teaching experience within a co-educational school		Y
Evidence of delivery of innovation and change in education with proven positive impact		Y
Evidence to demonstrate the ability to lead through changing / challenging circumstances	Y	
Evidence of building a culture and environment of trust and high performance	Y	
Evidence of working collaboratively across the school developing strong partnerships with colleagues	Y	
Experience of being involved in QA processes within your subject which have a positive impact on teaching and Learning.		Y
Evidence of significant positive impact on the quality of teaching and learning following engagement with evidence-based approaches to cognitive science and the 'best bets' in research-informed pedagogy.	Y	
Evidence of successful implementation and ability to embed the EEF principles of 'Explore', 'Prepare', 'Deliver' and 'Sustain' when leading change.		Y

	Essential	Desirable
<b>PERSONAL SKILLS AND QUALITIES</b>		
An excellent communicator	Y	
A willingness to pause and reflect before taking important decisions	Y	
Remaining calm under pressure, showing decisive leadership when the circumstances require	Y	
Personal presence and confidence	Y	
Warmth, sensitivity and enthusiasm	Y	
Drive, energy, commitment, proven capacity for hard work	Y	
Inspirational leadership that galvanises people around common goals and shared ambition	Y	
Capacity to manage own work pressure and that of others effectively	Y	
An inclusive approach to leadership, inspiring and empowering others to succeed	Y	
Ability to work through challenges, take difficult decisions and always follow the principles of ethical leadership	Y	
A need to be willing to and have the flexibility to take on new challenges as a school leader to meet the needs of the school/Trust, to broaden experience and promote personal development	Y	
<b>KNOWLEDGE AND SKILLS</b>		
An ability to empathise and understand the other person's professional point of view	Y	
An ability to develop over time a thorough knowledge of national policy, legislation and financial frameworks	Y	
Ability to communicate effectively and expertly with different audiences, orally and in writing	Y	
Excellent professional time management	Y	
Ability to analyse and interpret comparative data	Y	
Good ICT skills and knowledge of management systems		Y
Expert understanding of the latest research behind all principles linked to cognitive science.	Y	
Secure understanding of the NSB Trust 6 Core Principles and how these can be used to underpin a framework for expert teaching and learning.	Y	