**St Joseph’s RC Middle School**

**Deputy Headteacher**

**Person Specification**

*Please note source of evidence of fulfilled criteria: Application Form – A Letter – L Statement – S References – R Interview - I*

|  |  |  |  |
| --- | --- | --- | --- |
|  **Essential requirements** | **Evidence** | **Desirable requirements** | **Evidence** |
| **Training and Qualifications** |
|  | * Practising Catholic
* Qualified teacher status
* CCRS/CTC or commitment to obtain the certificate
* Professional development or training undertaken in preparation for deputy headship in a Catholic School
 | RAA/IA/S | * Degree
 | A |
| **Experience of Teaching and Educational Leadership**  |
|  | * Successful teaching experience
* Experience of middle leadership
* Other leadership and management experience
 | A/R/IA/R/IA/R/I |  |  |
| **Professional Knowledge and Understanding**  |
|  | **A distinctive vision for a Catholic school*** A clear vision for an effective Catholic school
* The role of the deputy in leading the spiritual development of pupils and staff
* The central place of Religious Education as a core subject in the school’s curriculum
* The implications for a Catholic school in a diverse community
* Current educational issues, including national policies, priorities and legislation and any implications of these for Catholic schools
* The role of the Governing Body in Catholic Voluntary Aided schools
* Strategies for strengthening a schools link with the wider community including parents, carers and parish
* The partnership between the school and the parish community
* Leading Collective Worship

**The process of strategic planning for school improvement*** The principles and practice of effective school self-evaluation including data analysis
* The principles and practice of effective teaching, learning and assessment
* Strategies to promote and sustain individual and team professional development

Insert any other criteria that the Governing Body considers important | S/R/IS/R/IS/R/IS/R/IS/R/IS/R/IS/R/IS/R/IS/R/IS/R/IS/R/IS/R/I |  |  |
| **Personal and Professional Qualities and Attributes** |
|  | Communicate effectively to a range of audiences and in a range of mediaBuild and maintain effective relationships* Prioritise, plan and organise themselves and others
* Seek and take account of the views of others
* Develop effective teamwork

Convey personal enthusiasm and commitment | S/I/R/AS/R/IS/R/IS/R/IS/R/I |  |  |
| **Application Form and Letter** |
|  | * Application form to be completed in full and legible
* Supporting statement to be clear, concise and related to the specific post and appointment criteria (1300 words max; font 12; portrait)
 | AL/S |  |  |
| **Confidential References and Reports** |
|  | * A positive and supportive written faith reference from a priest where the applicant regularly worships
* Reference from current employer/headteacher (or most recent employer/headteacher if not currently employed)
 | RR | * A second professional reference
 | R |