



St Bede's Primary Catholic Voluntary Academy – Person Specification – Deputy Headteacher

	Essential	Desirable	Evidence
Qualifications & Training	<ul style="list-style-type: none"> • QTS and Good Honours Degree • Leadership experience/training/development • Have a proven track record of having significant impact in current post 	<ul style="list-style-type: none"> • Higher degree or further professional qualification linked to education and/or leadership • CCRS/CTC or commitment to obtaining the certificate or equivalent • Professional Development in preparation for Deputy Headship • Professional and personal development for leadership in a Catholic school 	<ul style="list-style-type: none"> • Application • References
Faith	<ul style="list-style-type: none"> • Meet the requirements of a practising Catholic as defined in the 'Memorandum on Appointment of Teachers To Catholic (Voluntary Aided and Independent) Schools' (October 2012) for the post of Deputy Headteacher • Have a strong personal faith and a commitment to Catholic education 	<ul style="list-style-type: none"> • Ability to support the Chaplaincy team • Have experience as RE subject leader within a Catholic academy 	<ul style="list-style-type: none"> • Application • Interview • References
Experience, knowledge and skills	<ul style="list-style-type: none"> • Outstanding classroom practitioner who inspires students and adds value to their progress • Experience of leading teams and managing change, leading to improvement • Leading robust self-evaluation and quality assurance procedures • Ability to inspire, develop, empower and sustain individuals and teams, including self • Experience of supporting and challenging colleagues through appraisal • High level communication skills, including written, oral and presentation • Knowledge of education policy at national level • Ability to relate to teaching staff, other professionals, parents, students and governors • Experience as a deputy or assistant Headteacher • Relevant and recent experience in a Catholic School • Contribution to the management of the school e.g. core subject leader, SENCo, whole school responsibility, curriculum consultants • Subject leader of core subjects • School development planning, monitoring and evaluation, data analysis and target setting, policy development and implementation 	<ul style="list-style-type: none"> • Experience of the management of finance and resources • Curriculum innovation 	<ul style="list-style-type: none"> • Application • Interview • References



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Personal qualities	<ul style="list-style-type: none">• Professional appearance and manner• Enthusiastic, sensitive, flexible, hard working with a sense of humour and ability to remain calm• Ability to think strategically and translate vision into reality• Excellent interpersonal skills and organisational skills• Commitment to their own personal and professional development• Good attendance record		<ul style="list-style-type: none">• Application• Interview
Safeguarding	<ul style="list-style-type: none">• Demonstrate a commitment to safeguarding and the welfare of children and young people• Emotional resilience in working with challenging behaviours; and appropriate attitudes to the use of authority and maintaining discipline	<ul style="list-style-type: none">• Experience of being a designated safeguarding lead or deputy designated safeguarding lead• Has successfully undertaken approved 'safer recruitment' training/or commitment to undertake	<ul style="list-style-type: none">• References• Interview