

# ST BEDE'S CATHOLIC PRIMARY SCHOOL AND NURSERY

## DEPUTY HEADTEACHER - PERSON SPECIFICATION

### **Catholicity**

- A practising Catholic.
- Knowledge and understanding of the beliefs, values, attitudes and practices of Catholics.

### **Teaching ability, experience and curriculum understanding**

- A qualified teacher.
- Experience of teaching in a Catholic primary school.
- Evidence of the management of own continuing professional development.
- A clear understanding of the National Curriculum, assessment and modern teaching techniques.
- Knowledge and appreciation of national trends and developments.
- Ability to interpret national and local trends at school level and apply outcomes to promote school improvement and further progress of individual pupils.
- High expectations of pupils and teachers.
- Clear and balanced views about pastoral care and discipline
- Understanding of child development and ability to recognise and respond to individual pupil needs.

### **Skills and Attributes**

- Ability to exercise sound professional judgement and make decisions based upon analysis.
- The ability to lead and manage people to work towards common goals.
- The ability to communicate effectively orally and in writing with a wide range of audiences.
- The ability to work on own initiative, prioritising and managing time effectively.
- The ability to work under pressure and to tight deadlines with a range of conflicting priorities.
- Ability to set up effective teams, develop team approaches and work as part of a team.
- Competent user of information technology.

### **Management experience and ability**

- Senior management experience in a primary school.
- Ability to create a clear vision for an effective school and to secure commitment to it.
- Ability to prioritise, plan and organise with clear views on the mechanisms for monitoring and evaluating the work of schools.
- Ability to analyse problems and match solutions to them.
- Convincing experience of innovation.
- Understanding of the distribution of powers and responsibilities in the education service and of the framework of accountability, devolving responsibilities and delegating tasks as appropriate.
- Confidence with relevant aspects of staff management, including staff development.

- Competence in administrative matters including the management of financial and other resources.

### **Personal Qualities**

- Confidence and excellent interpersonal skills
- Enthusiasm.
- Commitment to promoting equal opportunities.
- Ability to gain confidence and support of parents, the parish and the wider community.
- A sense of humour.