



Trinity School Carlisle

A Church of England
Academy

Person Specification: Assistant Headteacher

CRITERIA	ESSENTIAL	DESIRABLE	EVIDENCE
Qualifications	<p>Good honours degree</p> <p>Qualified Teacher Status</p>	<p>Higher qualifications in leadership and/or management</p>	<p>Application form</p> <p>Sight of original qualifications</p>
Experience	<p>Significant leadership role with recent experience at that level</p> <p>Proven track record of raising educational standards and achievement</p> <p>Proven track record of working well with students, parents, staff and the community</p>	<p>Experience of Leadership in at least one school</p> <p>Experience of working in a large school</p> <p>Experience of teaching in a 11 – 18 school</p>	<p>Application form</p> <p>Letter of application</p> <p>Selection process</p> <p>References</p>
Leadership skills	<p>Vision and ability to deliver a strategy</p> <p>Ability to inspire, innovate and motivate</p> <p>Ability to build and manage high performing teams</p> <p>Demonstrate and demand high standards</p> <p>Commitment to sustaining partnerships between students, staff, parents, the community and Governors</p>	<p>Successful experience of change management</p>	<p>Letter of application</p> <p>Selection process</p> <p>References</p>
Management and decision-making skills	<p>Ability to set clear and challenging targets</p> <p>Ability to make and communicate decisions effectively</p> <p>Appropriate delegation of responsibility with accountability</p> <p>Effectively manage and resolve under-performance</p>		<p>Letter of application</p> <p>Selection process</p> <p>References</p>

	Ability to review, reflect and improve		
Self-management skills	Perform effectively under pressure Ability to prioritise and adept in managing work load		Letter of application Selection process References
Personal qualities and attributes	An enjoyment of working with and for young people Inspirational and motivational A passion for learning Effective communicator, both written and oral Ability to preserve and develop the Christian character of the school Ability to communicate the school's Christian values both within and beyond the school Self aware and reflective Resilient Enthusiastic, energetic and self-motivated		Letter of application Selection process References
Safeguarding	Commitment to safeguarding and promoting the welfare of students	Safer recruitment training	Selection process
Strengthening community links	Commitment to enhancing the work of the school in partnership with the community Demonstrate commitment to extra-curricular enrichment		Letter of application Selection process