

**Assistant Headteacher Person Specification**

**Attributes, Experience and Skills  
Qualifications and CPD**

- Graduate and Qualified Teacher Status
- Commitment to ongoing research into teaching and learning and school improvement

**Knowledge and Experience**

- Experience at senior leadership level
- Successful leadership experience in more than one school (desirable)
- Understanding of key educational issues/change, combined with the ability to lead and co-ordinate their effective implementation
- Successful and proven track record of raising standards
- A record of sustained progress in learning, with improved outcomes for students
- Successful line management of key areas of responsibility and holding others to account
- Experience of effectively working with others including parents, governors and external agencies

**Professional and Leadership Skills**

- Highly successful classroom practitioner, including evidence of high level student achievement and consistent outstanding teaching over time
- An excellent team player - to lead by example and provide support and challenge to others
- The ability to think and act strategically at whole school level
- Clear vision for raising standards
- Highly tuned ability to analyse and use information to drive school improvement
- Skilled at working with people with the ability to inspire and motivate others – both staff and students
- The ability to challenge, influence and motivate others
- Excellent problem solving skills
- Outstanding presentation and communication skills – including in written communications
- An ability to complete tasks to a high standard with attention to detail
- Readiness to identify and respond to new challenges with good judgement and perseverance

**Personal Qualities**

- A well-developed sense of school advocacy
- Strong commitment to the values and ethos of the school
- A positive, professional role model for staff and students, with high expectations of themselves and others
- Dedication to school improvement – with energy, drive and a sense of purpose
- An effective self-manager and independent worker, who can prioritise and adapt as required with the capacity to work well under pressure
- Decisive, fair, consistent and focused on solutions
- Reliable, honest and trustworthy, demonstrating the highest professional standards
- Integrity in relation to their own and the school's practice
- Enthusiastic and hard-working
- Able to demonstrate resilience and perseverance
- Reflective and self-evaluative – individually and within the context of a team
- Flexible and adaptable to suit the school's needs
- Creative and innovative
- A good listener and communicator
- Able to maintain focus and perspective at all times and overall
- A passion for helping young people develop, learn and achieve their best – whatever their starting point