

# Person Specification

**Job Title: Head of Maths**

Grade / Salary: TLR 1d

It is recognised that candidates may not meet all of the Essential criteria but we are looking for the best fit for our students and school.

## EDUCATION

|                  |   | Evident in Application | Evident at Interview |
|------------------|---|------------------------|----------------------|
| <i>Essential</i> |   |                        |                      |
| 1.               | Qualified teacher status                        | ✓                      |                      |
| 2.               | A degree in Maths                               | ✓                      |                      |
| 3.               | Evidence of recent and relevant training of CPD | ✓                      |                      |
| 4.               | Managerial experience within a school setting   | ✓                      |                      |

## EXPERIENCE

|                  |   |   |   |
|------------------|---|---|---|
| <i>Essential</i> |   |   |   |
| 5.               | Evidence of excellent teaching ability and successful impact on student progress across all Key Stages.   | ✓ |   |
| 6.               | A good track record of academic examination results.  | ✓ |   |
| 7.               | A good knowledge and awareness of developments in the Maths National Curriculum and other statutory requirements at Key Stages 3, 4 and 5.  | ✓ |   |
| 8.               | A sound understanding of planning and assessment for learning.  | ✓ |   |
| 9.               | Evidence of analytical and evaluative skills with regards to the interpretation of data.  |   |   |
| 10.              | The ability to communicate effectively and appropriately with staff, students and parents/carers, and to be able to prepare reports, profiles and maintain clear and comprehensive records. |   | ✓ |
| 11.              | An awareness of the range of strategies to address the differing needs which exist in the mixed ability and setted classroom, and which include EAL learners.                               | ✓ |   |
| 12.              | A commitment to raising achievement and experience of devising and implementing successful strategies in order to do this.  |   | ✓ |
| 13.              | A familiarity with Information Technology and with its educational uses as well as an ability to use IT effectively to fulfil administrative requirements.                                  | ✓ |   |
| 14.              | Ability to be assertive   |   | ✓ |
| 15.              | Willingness to work with the Co-Headteachers in implementing school vision and School Improvement Plan  |   | ✓ |
| 16.              | Excellent behaviour management skills   | ✓ | ✓ |
| 17.              | Ability to lead and manage staff  | ✓ | ✓ |
| 18.              | Ability to manage educational and physical resources  |   | ✓ |
| 19.              | Ability to liaise with Inspectors and outside agencies  |   | ✓ |

|                  |   |   |   |
|------------------|---|---|---|
| 20.              | Ability to interpret DFE regulations and to develop appropriate policies  | ✓ | ✓ |
| 21.              | Effective administrative and organisation skills  |   | ✓ |
| 22.              | Ability to work collaboratively   |   | ✓ |
| 23.              | Ability to recognise individual staff strengths and to promote CPD  |   | ✓ |
| 24.              | Good written communication  |   | ✓ |
| <i>Desirable</i> |   |   |   |
| 25.              | An understanding of target setting and action planning.   | ✓ | ✓ |
| 26.              | An understanding and appreciation of the value of interesting and stimulating display and other motivational materials.               |   | ✓ |
| 27.              | Innovative and creative approach  |   | ✓ |
| 28.              | Ability to evaluate the use and performance of existing materials and equipment and to purchase new equipment and learning materials. |   | ✓ |
| 29.              | To be able to make decisions about the best use of equipment in planning lessons.   |   | ✓ |
| 30.              | Experience of working sensitively with the parent community   |   | ✓ |

## PERSONAL

|                  |   |   |   |
|------------------|---|---|---|
| <i>Essential</i> |   |   |   |
| 31.              | Evidence of energy, enthusiasm and resilience.                          |   | ✓ |
| 32.              | A strong sense of loyalty to the school.                                | ✓ |   |
| 33.              | Evidence of effective team work.  | ✓ | ✓ |
| 34.              | An ability to maintain professional integrity even when under pressure. |   | ✓ |
| <i>Desirable</i> |   |   |   |
| 35.              | Good sense of humour and perspective.                                   |   | ✓ |
| 36.              | An interest in developing professionally.                               | ✓ | ✓ |

Signed: .....

Dated: .....