

## Person Specification Headteacher

The Futures Trust and The Hinckley School are committed to safeguarding and promoting the welfare of Children and Young People, and require all staff and volunteers to share this commitment.

<b>Responsible to</b>	CEO and Chair of Governors, in line with the trust's Scheme of Delegation
<b>Salary</b>	L29-35
<b>Hours</b>	Full Time
<b>Location</b>	Based at The Hinckley School with a requirement to travel to undertake work at or for academies within the Trust

The following outlines the key skills and experience required for this position. The selection panel will assess each candidate against the criteria listed below, expecting candidates to demonstrate knowledge and understanding of each area, and to show evidence of having applied (or awareness of how to apply) this knowledge and understanding in the school context.

The panel will use the following assessment tools: Application form; interview/assessment activities; and reference and other employment checks.

Qualifications and experience	Desirable	Essential
Must have QTS (Qualified Teacher Status).		✓
Substantial experience of working in 11-19 schools.		✓
First degree or Certificate of Education.		✓
Relevant recent professional development.		✓
Post graduate qualification (other than PGCE) at masters level or other evidence of sustained professional learning	✓	

Strategic direction and shaping the futures	Desirable	Essential
Able to think strategically, and to build and communicate a coherent vision.		✓
Able to inspire, challenge, motivate and empower others to carry the vision forward.		✓
Is committed to: Establishing a collaborative school vision of excellence and equality that sets high standards for every pupil; Setting and achieving ambitious, challenging goals and targets; and Inclusion and ensuring everyone can achieve their full potential.		✓

Leadership		
Track record of providing inspiration and strong leadership to teaching staff.		✓
Leads by example in promoting the school's vision and values to pupils, staff, Governors and parents of the school		✓

Leading learning and teaching		
Excellent Teacher		✓
Accesses, analyses and interprets information		✓
Initiates and supports research and debate on effective learning.		✓
Develops strategies for performance improvement.		✓
Is committed to: Raising standards for all in the pursuit of excellence; Continuous learning for the entire school community; Entitlement of all pupils to effective learning and teaching; and Choice and flexibility to meet the personal learning needs of every child.		✓

Developing self and working with others		
Fosters an open and equitable culture and manages conflict.		✓
Develops, empowers and supports individuals and teams.		✓
Collaborates with others within and beyond the school.		✓
Challenges, influences and motivates others to attain high goals.		✓
Gives and receives effective feedback, and acts to improve personal performance		✓
Accepts appropriate support from others including colleagues and Governors.		✓
Is committed to: Effective Working Relationships; Shared Leadership; Effective Team Working; and Continuing Professional Development for all (including self).		✓

Managing the organisation		
Establishes and supports appropriate structures and systems		✓
Manages the school efficiently and effectively on a day-to day basis.		✓
Delegates management tasks and monitors their implementation.		✓
Plans appropriately and organises themselves and others.		✓
Makes informed professional, management and organisational decisions.		✓
Thinks creatively to anticipate and solve problems.		✓

Securing Accountability		
Demonstrates political insight and anticipates trends.	✓	
Engages the school community in systematic and rigorous self-evaluation, and combines the outcomes of this with external evaluations to develop the school. Collects a rich set of data to understand the school's strengths and weaknesses.		✓
Is committed to: Working effectively and efficiently towards the academic, spiritual, moral, social, emotional and cultural development of all pupils; and Ensuring individual, team and whole school accountability for pupil learning outcomes.		✓

Strengthening community		
Recognises and takes account of the diversity of the school community.		✓
Builds partnerships and community consensus on values, beliefs and shared responsibilities.		✓
Listens to, reflects and acts on community feedback.		✓
Builds and maintains effective relationships with parents, carers, partners, and the community that enhance pupil education.		✓
Is committed to: Effective teamwork within the school and with external partners; Working with other agencies for the well-being of all pupils and their families;  Involving parents and the community in supporting pupil learning and in defining and realising the school vision;		✓

Collaborating and networking with other schools to improve outcomes.		
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Personal attributes		
Excellent written and verbal communication skills.		✓
Adaptable to changing circumstances and new ideas.		✓
Approachable, reliable, has presence and enjoys being highly visible to children and parents.		✓
Self-motivated with good organisational skills and the ability to prioritise workload effectively		✓
Inquisitive and able to think creatively, solve problems and make decisions based on sound judgement.		✓
Values diversity and the unique contribution that every individual makes to the learning community.		✓
Demonstrates professionalism, loyalty and integrity.		✓

**Person Specification reviewed by: Peter Thomas, CEO**

**Date: December 2021**